

Presented by:

Clerk

Nicole Beauchamp

Election Specialist

Nicole Shook

Managing Your Precinct on Election Day

Election Inspector Training

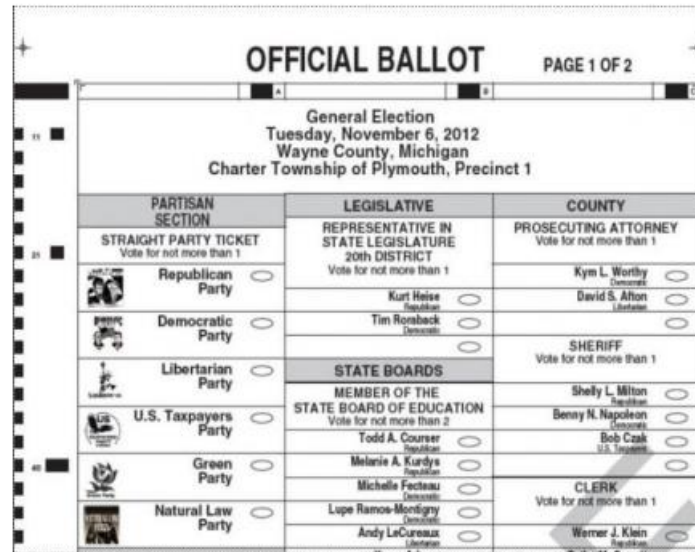
Click [HERE](#) to view the Michigan Bureau of Elections training video for opening the polls.

Use of Cameras, Phones, & Recording Equipment

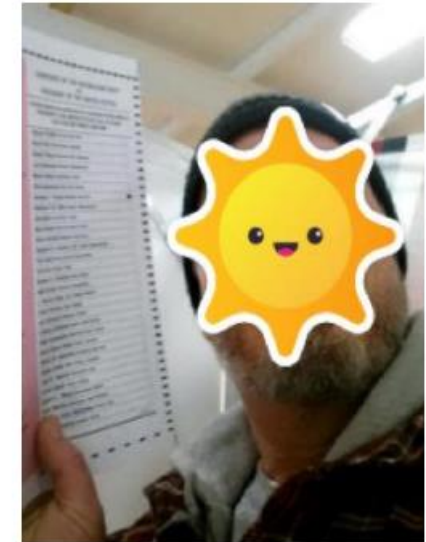
For voters to be able to exercise their right to vote in private without distractions or discomfort, the following must be observed:

- Voters may use a mobile device in line, at processing, if not disruptive
- Voters may take a photo of their own ballot **ONLY!** And within their voting station
- Selfies with ballot are not allowed (photos allowed at selfie station)
- Prohibited from taking photos within the area where people are voting
- Photos cannot be shared within 100ft of a polling location

ALLOWED



PROHIBITED



Use of Cameras, Phones & Recording Equipment Continued



- Challengers and poll watchers are **prohibited** from taking photos or recording during the hours the polls are open
- Television watching is also **prohibited** in the polling place
- News reporters are permitted to briefly take photos or record from the Public Area of the polling room only. The following is **NOT** allowed:
 - Record or photograph in voting area
 - Interview voters inside polling place
 - Be disruptive
 - Obstruct voters from entering or exiting

Question and Answer Session



Acceptable Forms of ID



Acceptable Forms of ID

- Michigan Driver's License
- State ID card from Michigan
- Current federal or state-issued photo ID card
- Current U.S. Passport
- Current Student photo ID card/badge (high school/college, digital ok)
- Current Military photo ID
- Current City Employee ID
- Current Tribal photo ID card
- County Issued ID
- Veteran ID
- Concealed Pistol License (CPL)

Processing Voters- Station 1

- Stamp the date & precinct number on the Application to Vote
 - You'll want to have several ready in advance
- Instruct voters to print their name, birth date, and current address and the sign the application.
- Ask voters "Do you have a photo ID?"
 - If they do not have ID, they can complete the Affidavit of Identity on the back of the application.
- If Affidavit is completed, you must complete the bottom section, check the box on the front and *fold corner down*
- Instruct the voter to give the application & photo ID to the Inspector at Station #2



Processing Voters- Station 2

- Get application & photo ID/affidavit from voter
- Look up voter in EPollbook
- Verify picture on ID is voter and name matches application & EPollbook
 - If voter's identity cannot be determined by photo, you may have voter complete a provisional ballot (MUST CONTACT CLERK PRIOR)
- Verify date of birth and address on application matches EPollbook
- Look for status flags
 - Direct voter to the Help Desk if necessary
- Process the voter
- Work with Station #3 to make sure ballot number you are issuing is correct
- Write your initials, ballot number & voter number on application
- Give ID back to the voter & application to Station #3



Processing Voters- Station 3

- Take the application from Station #2 & verify ballot number matches what you are ready to issue
- Place the ballot inside the secrecy sleeve
- Place the application inside the pocket on the front of secrecy sleeve
- Provide the voter with instructions
 - When they are finished, place ballot in the secrecy sleeve with the ballot number showing & proceed to Station #4
- Direct voter to an empty voting station
 - Do not give the ballots to the voter until a voting station is available.



Processing Voters- Station 4

- You & voters must remain a minimum of 10 feet from the tabulator
 - Only exception is if you're assisting a voter- must be done in a team of two (two different political parties)
- Verify the number on the stub matches the number on the application
- Remove the stub and throw it away HINT: Fold stub on both sides to create a clean tear. This prevents ballot jamming in the tabulator
- Remove the application from the secrecy sleeve and place it in the spindle in voter number order.
 - If the affidavit is completed, make sure the top right corner is folded down.
- Direct the voter to insert ballot into the tabulator (once it is available)
- Collect Secrecy Sleeves & return to Station #3



Assisting Voters

- Maintain a “customer service approach”
- Voters may face obstacles in casting ballots because of disability
- Limited ability to read or write, or other factors that may not be apparent
- Voters can receive assistance from Election Inspectors or other people chosen by the voter
- Recommend the Voter Assist Terminal (VAT)
- Who **cannot** assist voters in the precinct
 - Voter’s employer
 - Agent of Employer
 - Officer or agent of a labor union to which voter belongs



Assisting Voters



When a voter receives help with voting, a remark needs to be made in the Remarks section of the Epollbook. The record must include the name of the assisted voter and the person or persons who gave the assistance.

Assistance from Inspector

- Reason not required
- Must be given by 2 inspectors with party difference
- Voter who is disabled can be assisted with ballot

Assistance from Voter Choice

- “Are you requesting assistance with voting by reason of blindness, disability, or inability to read & write?”
- “Are you the voter’s employer or agent of a Union Labor?”



Physical Disabilities

1. Do not push a person's wheelchair, or grab the arm of someone walking with difficulty, without asking if you can be of assistance.
2. Personal space includes a person's wheelchair, crutches, or other mobility aid. Never move someone's crutches, walker, cane, or other mobility aid without permission.
3. When speaking with someone using a wheelchair for more than a few minutes, try to find a seat for yourself



Assisting Senior Citizens & Voters with Disabilities

1. State and federal law permits voters with disabilities to be accompanied and to receive assistance by another person in the voting booth.
2. Remember that all voters deserve courteous attention in exercising their right as citizens to vote.
3. Be considerate of the extra time it might take for a person with a disability or an elderly person to get things done.
4. Always ask if the person would like assistance, accept the idea that they may decline.
5. Speak directly to the person who has a disability rather than just to a companion who may be accompanying him or her.
6. A good habit is to act kindly and considerately towards everyone; do not make assumptions about what a person can or cannot do. You can't know someone's situation by just looking at them.
7. Provide a guiding device such as a ruler or a signature guide for signing forms.
8. Animals that assist people with disabilities must be admitted into the building. Never pet or otherwise distract a guide dog unless the owner has given permission.
9. Offer voters with canes or walkers a chair.



Cognitive Disabilities

1. Listen and pay attention to a person who has difficulty speaking.
2. Speak calmly, slowly, and directly to a person who may need you to repeat instructions due to short-term memory deficits. Try using different wording and allow time to be understood.
3. Provide information gradually. Some people may experience "sensory overload" and become disorientated or confused if there is too much to absorb at once.



Hearing Disabilities

1. Listen and pay attention to a person who has difficulty speaking.
2. Speak calmly, slowly, and directly to a person who is hard of hearing. Your facial expressions, gestures, and body movements will help in understanding. Don't shout or speak in the person's ear. Someone who needs you to speak louder, will ask. If full understanding is doubtful, try writing a note.
3. Pre-printed signs or a notepad should be available to assist communication with deaf or hard-of-hearing voters.



Visual Disabilities

1. Greet a person who is visually impaired by letting the person know who and where you are. If a new person approaches, introduce him or her.
2. When offering walking assistance, allow the person to take your arm and tell him or her if you are approaching steps or inclines or are turning right or left. Use clock cues ("the door is at two o'clock.")
3. Alert people who are blind or visually impaired to posted information.

- Physical disabilities: Always ask if a person needs assistance, don't just assume by pushing a wheelchair/grabbing an arm
- Hearing disabilities: Speak slowly without shouting to a person hard of hearing. Write a note if understanding is not there.
- Cognitive: Speak calmly and slowly and try different wording if and allow time to be understood
- Visual disabilities: Greet person by letting them know who and where you are. Allow them to take your arm and alert them of any obstacles or turns coming
- Seniors: Ask if would like assistance before assisting.

Assisting Voters

Curbside Voting

Help must be provided by 2 inspectors from different parties

Voter must complete the following:

- Application to Vote
- Show photo ID/Registration Verification
 - Sign affidavit if needed
 - Remember:
 - Ballot
 - Secrecy Sleeve
 - Remark in EPB

Challenged Ballots

- Write the ballot number in pencil in the upper left corner of the ballot.
- Conceal this number and tabulate.
- Record in the remarks section.

Ballots Rejected by Tabulator

Instructions offered must be accurate and consistent!!

Step 1: Inspector reads the following statements:

Reason for Rejection	Statement (Full Statements in Managing your precinct Manual)
Overvote	The tabulator rejected your ballot because it is improperly marked. According to the tabulator, you have cast more votes for an office or proposal than allowed
Crossover Vote	The tabulator rejected your ballot because it is improperly marked. According to the tabulator, you have cast votes for candidates of more than one political party
Ambiguous Mark	The tabulator rejected your ballot because it does not fully detect all the votes on the ballot. According to the tabulator, you did not fully darken the target area for every contest
Blank Ballot	The tabulator rejected your ballot because it appears that you did not mark any votes. If you wish to re-mark your ballot, you may return to the voting station.

Ballots Rejected by Tabulator

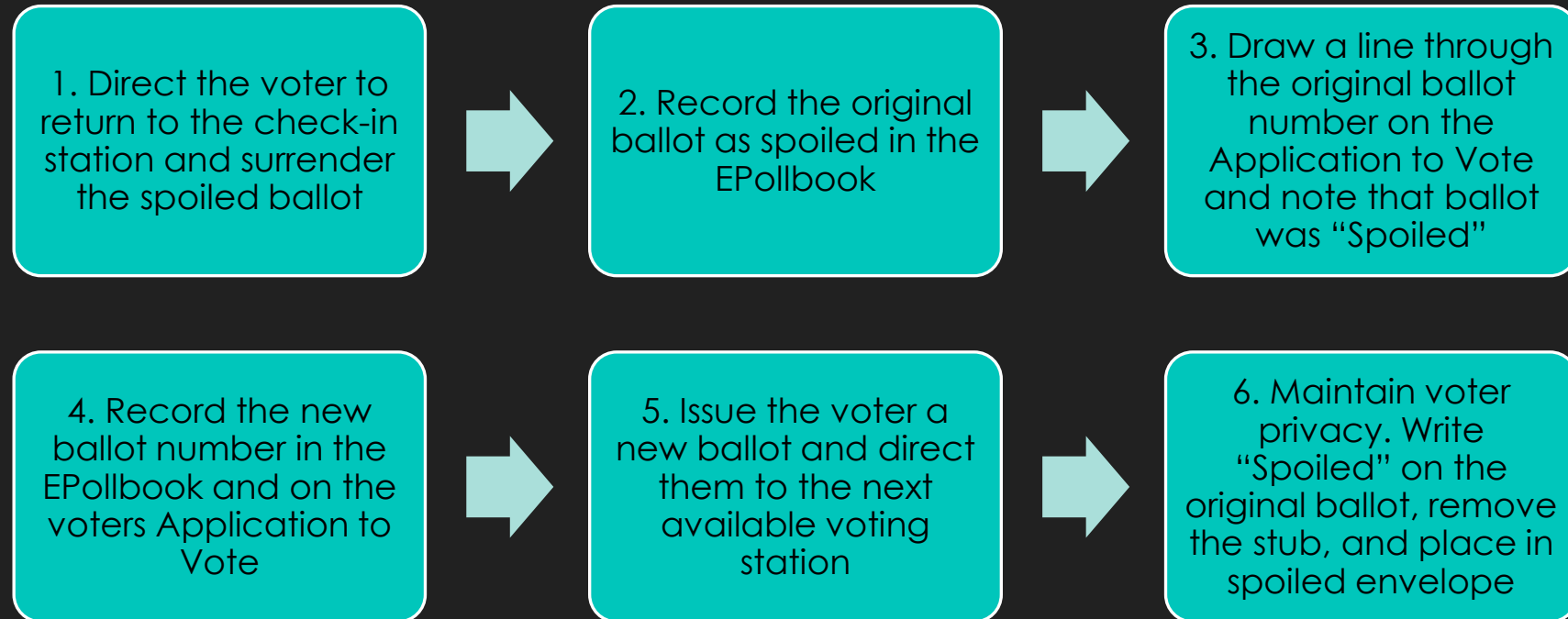
Step 2: If voter declines the opportunity to make correction:

The election inspectors should re-emphasize that one or more votes will not be counted and offer the voter a chance to obtain a new ballot.

Reason for Rejection	Statement (Full Statements in Managing your precinct Manual)
Overvote	If your ballot is accepted as presented, any invalid marks will not be counted
Blank Ballot	If your ballot is accepted as presented, no votes will be counted

Spoiled Ballots

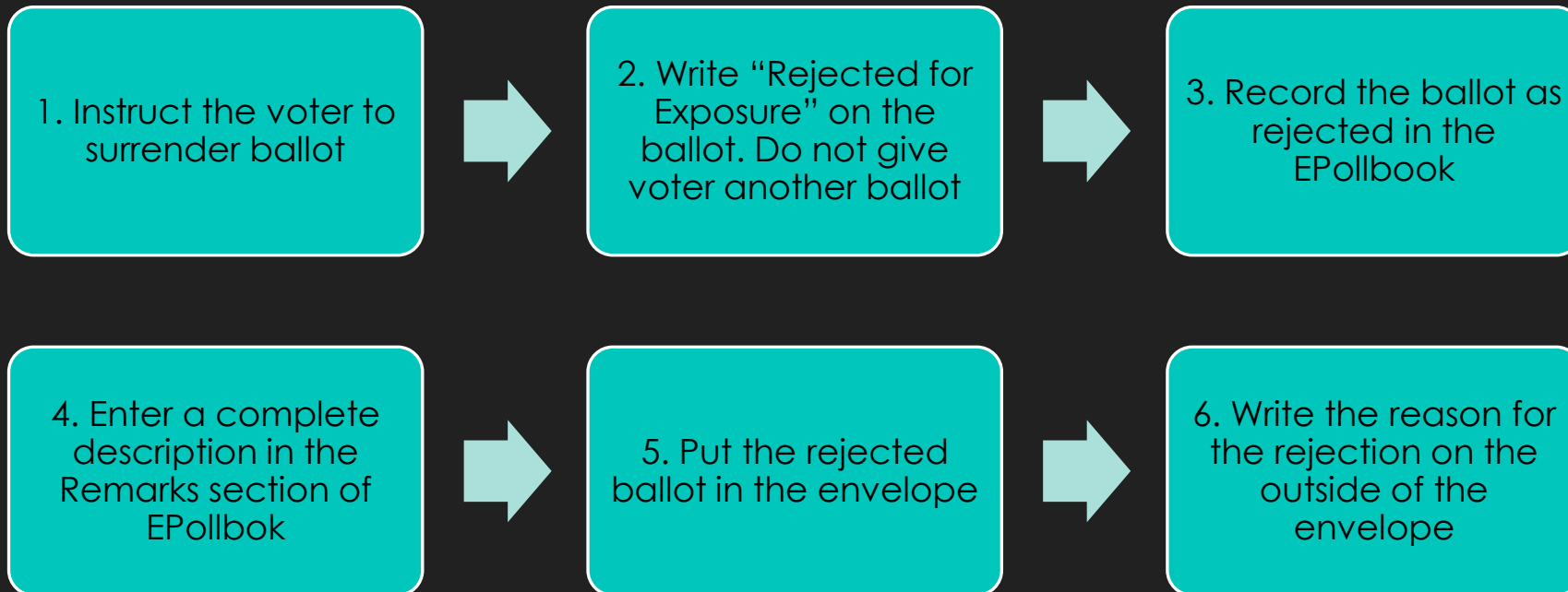
A voter who spoils their ballot may obtain a replacement ballot under the following procedure:



After the polls close, verify the total number of spoiled ballots and seal the spoiled ballot envelope

Exposed Ballots

If a voter intentionally exposes his or her ballot by showing anyone in the polling place how they voted, the voter's ballot is VOID and MUST be rejected. DO NOT permit the voter to vote again in the election.



Question and Answer Session



Voters Who Have Moved

If the residential address entered by the voter on the “Application to Vote” differs from the address in the EPollbook, determine whether the voter’s new/current address is located within the same city or township, or in a different city or township.

Voter Moved Within Same City or Township- A voter who moves from one precinct to another within the same township but does not report the change of address prior to Election Day, can vote one last time in the precinct where registered.

Instruct the voter to complete an Election Day Change of Address Form



Ask the voter to provide acceptable photo ID or sign the affidavit of Voter not in possession of ID



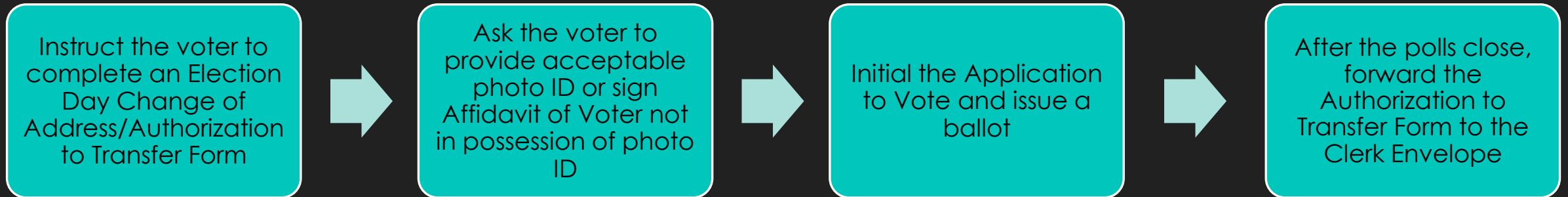
Initial the Application to Vote and issue ballot number



After the polls close, forward the Election Day Change of Address Form to the Clerk Envelope

Voters Who Have Moved

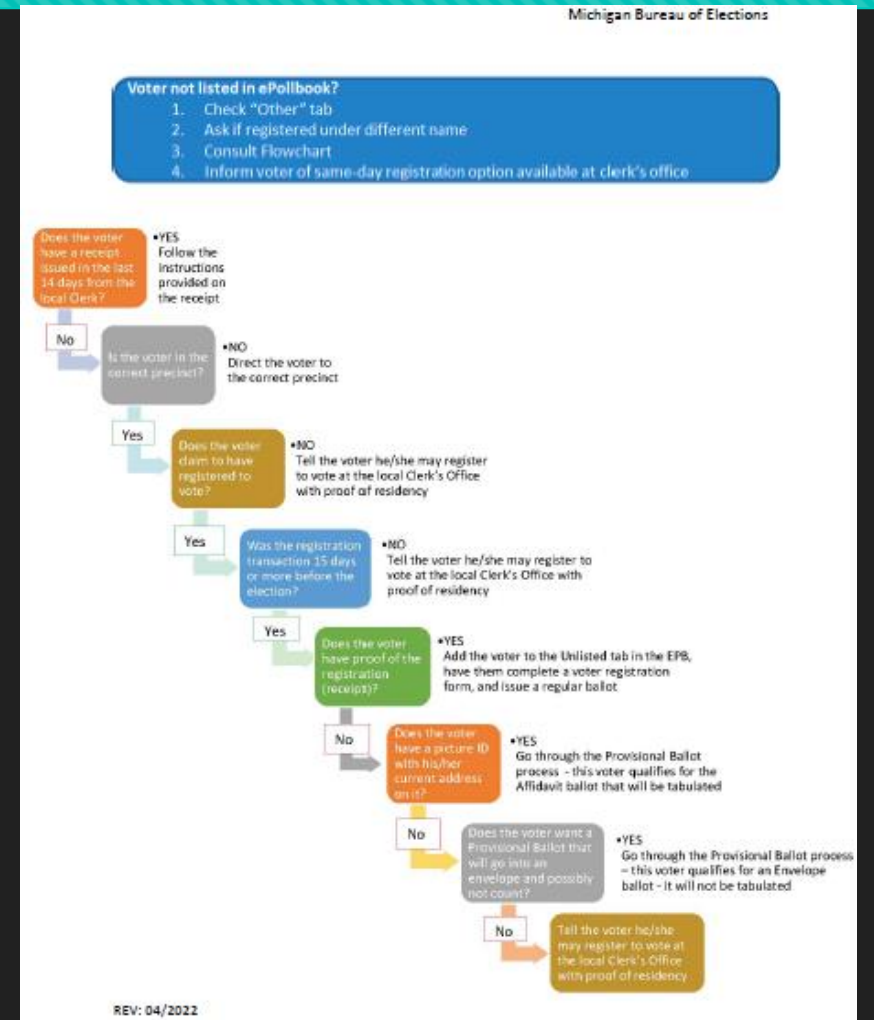
A voter who moves from one city or township to another city or township but does not report the change of address prior to Election Day, can vote one last time in the precinct where registered ONLY IF THE MOVE WAS MADE WITHIN 60 DAYS OF THE ELECTION.



If the voter moved to a different city or township more than 60 days before the election, ask the voter whether they are willing to travel to their new Clerk's office to register to vote today. Inform the voter they must provide proof of residency.

Missing Registration/Election Day Registration

A voter who completes the Application to Vote may not be listed in the EPollbook. This could occur if the person is not registered to vote or if an error occurred during the registration process. **DO NOT TURN THE VOTER AWAY.** Instead, use the chart here to determine which of the following options may enable the person to vote. Because voters may register on Election Day at the Township Clerk's office or cast a ballot in the current precinct. Contact the Clerk if you have questions.



Same Day Voter Registrations

- Registrations 15 days before Election Day/ Day Election Day Registrations
- Follow the Missing Registration/ Election Day Registration Flow Chart
- Proof of Registration Receipt/ Yellow Receipt
- Remove the Application to Vote on the bottom left corner
- The voter will be issued a regular ballot
- If voters need to go to the Clerk's office to register to vote
 - Please have voter complete registration prior to arriving to the Clerk's office if able
- Add the Voter to the Unlisted Tab and issue ballot

Clerk's Office Voter Registration Receipt

ELSIE SULKANEN - CLERK
BOHEMIA TOWNSHIP
572 ROUSSEAU RD
MASS CITY MI 49948-9738

Registration approved by: _____

ELECTION: 11/5/2019

The following voter was registered to vote on 11/3/2019 and should be issued a **REGULAR** ballot:

LOGAN EDWARD KEANE 1877 M 38 MASS CITY MI 49948	PRECINCT 00001 ROUSSEAU TOWN HALL 572 ROUSSEAU RD MASS CITY MI 49948
---	---

Note to election inspector:

The voter listed on this receipt registered to vote with the local clerk today or within the last 14 days

- Have the voter sign and detach the Application to Vote below.
- If the voter is not found in the ePollbook, you must add them to the Unlisted Tab.
- Be sure to enter the voter's information, check the "voter receipt" box, and swipe the driver's license, if provided.

Issuing the voter a Regular ballot with the ballot style noted below.

Retain this receipt in the local clerk envelope.

Cut & REMOVE

Application to Vote

00001	11/5/2019
	Ballot Style: 1 _____
	Ballot No: _____
	Voter No: _____
	Inspector Initials: _____

Sign → I certify that I am a United States citizen and a registered and qualified elector in this precinct and hereby make application to vote at this election

LOGAN EDWARD KEANE, 1877 M 38 MASS CITY MI 49948, 6/0/1999

Application Spindle

Election Inspector: Have voter sign and place with other Applications to Vote.

Click [HERE](#) to view the Michigan Bureau of elections training video on provisional ballots.

Provisional Ballots



Important Note: if it is determined that the voter would vote an envelope ballot and the voter has proof of residency, the voter should be directed to the local Clerk's office to register to vote. If voter refuses, continue to issue a provisional ballot.

- Attention to detail is critical
- Ask the Clerk for assistance
- A provisional ballot should be offered only if:
 - The voter is unwilling to travel
 - Unable to produce a voter registration receipt
- Determine if it's an "affidavit ballot" or "envelope ballot"

1. Did Clerk confirm voter is not registered in another jurisdiction?
2. Did the voter provide a picture ID that confirms their address in the precinct?
3. Yes to all answers above is Affidavit Ballot, no is Envelope.

The image shows two overlapping forms. The top form is the 'Election Inspector Review Checklist' and the bottom form is the 'Michigan Provisional Ballot Form and Voter Registration Form'.

Election Inspector Review Checklist:

- ELECTION INSPECTOR REVIEW CHECKLIST**
- Review the information provided by the voter for completeness. Verify the voter:
 - completed the affidavit & voter registration form on the other side of this envelope
 - is in the correct precinct or refuses to go to the correct precinct
 - registered prior to the close of registration (see date on the other side)
- STOP!** If any of the above are not checked, the voter cannot vote a provisional ballot. Do not continue.
- Ask the voter for picture ID and proof of their current address. Then answer these questions:
 1. Did the local clerk confirm the voter is not registered in another precinct in the jurisdiction? Yes No
 2. Did the voter provide an approved picture ID that confirms his or her address in the precinct? Yes No
 3. Were all answers above Yes? Yes No
- Next, complete the appropriate ballot section to the right.
- FOR CLERK'S USE ONLY**
 - Not Counted: Reason
 - Original application rejected
 - Registration after deadline
 - Cancelled
 - Unreadable/Incomplete
 - No ID provided within 6 days
 - No residency confirmation within 6 days
 - Voted out of precinct
 - Counted: Reason
 - Reactivated
 - Registered
 - Provided ID
 - Residency confirmed
 - Action
 - Registered
 - Notice sent on _____
 - Initials of Processor: _____
- ELECTION INSPECTOR - Issuing a ballot - determining the correct type**
 - If you answered **YES** to Question 3, issue an **Affidavit** ballot:
 - Enter ID type and # _____
 - Prepare the ballot as Challenged by writing and concealing the ballot number on the ballot
 - Enter voter and issue the ballot in the (e)Pollbook as an affidavit ballot
 - Complete the election inspector record below
 - Give voter the **Notice to Voter**
 - Allow voter to mark the ballot and put their ballot in the tabulator
 - Place this empty envelope in the Provisional Ballot Storage Envelope
 - If you answered **NO** to Question 3, issue an **Envelope** ballot:
 - Enter ID type and # _____ or Not provided
 - Enter residency proof (current utility bill, bank statement, paycheck, or any other government document)
 - Prepare the ballot as Challenged by writing and concealing the ballot number on the ballot
 - Enter voter and issue the ballot in the (e)Pollbook as an **Envelope** ballot
 - Complete the election inspector record below
 - Give voter the **Notice to Voter**
 - Instruct voter to place the ballot in the secrecy sleeve and then this envelope after voting, the ballot must **NOT** be put into the tabulator today and must be returned to an election inspector
 - Allow voter to mark the ballot and seal the ballot inside this envelope
 - Place this envelope in the Provisional Ballot Storage Envelope
- ELECTION INSPECTOR RECORD**

Issued:	Election date:	Voter #	Pct #
<input type="checkbox"/> Affidavit ballot <input type="checkbox"/> Envelope ballot	____/____/____	____	____
- Comments: OTHER ENVELOPE BALLOT REASONS - affidavit and voter registration form NOT required. Do not use this box unless instructed by the local Clerk.
- Voter Name: _____ Voter # _____

Michigan Provisional Ballot Form and Voter Registration Form:

- START** -> **VOTER AFFIDAVIT (required)**
- I, _____, voter: If your name was not found on the list of registered voters and you were unable to produce a receipt verifying registration, I swear that I submitted a voter registration application on or before the close of registration for the election at hand. By signing this affidavit, I swear that the above statements are true.
- VOTER HERE** -> **REGISTRATION INFORMATION (required)**
- An individual who provides false information in this affidavit is guilty of perjury, which is punishable by a fine of up to \$1,000 and/or imprisonment for up to 5 years.
- I registered to vote on _____ at the location or with the following form:
 - Mail in registration form
 - Secretary of State branch office
 - Secretary of State (Witness by Mail)
 - Online Registration
 - Designated voter registration agency
 - County, city or township clerk's office
- QUALIFICATIONS**

Are you a citizen of the United States of America? Yes No

Will you be at least 18 years of age on or before election day? Yes No

MICHIGAN DRIVER LICENSE/STATE PERSONAL ID #
 I do not have a valid Michigan issued driver license, a Michigan personal ID card, or a Social Security number.
- PERSONAL INFORMATION** (required information)

Address where you live - House number and Street/Route: _____ City: _____ State: _____ Zip: _____

Age: _____ Sex: Male Female Race: _____

Signature: _____ Date of Birth: _____
- SIGNATURE**

I am a resident of the State of Michigan and will be at least a 30-day resident of my city or township for election day.
I will be at least 18 years of age on my election day.
I understand the jurisdiction of my American registration.
These provisions I have provided to me to the best of my knowledge under penalty of perjury, if I have provided false information, I may be subject to a fine or imprisonment or both unless otherwise stated.
- VOTER HERE** -> **APPLICANT'S SIGNATURE** _____

Provisional Ballots- Affidavit Ballot

Affidavit Ballot- gets deposited in the tabulator and counted like any other ballot. It is used when the election inspector answers "YES" to Question 3 on the Form

Write the ballot number in pencil on the upper left-hand corner of the ballot



Conceal this number with a small piece of post-it tape over number



Enter the voter and ballot number in the EPollbook & record it as affidavit ballot

Give the voter a copy of the Notice to Voters who Do Not appear on the Precinct List



Issue the ballot and instruct the voter to mark the ballot then deposit it in the tabulator



Place the Provisional Ballot Form in the Blue Provisional Ballot Storage Envelope

Provisional Ballot Storage Envelope

★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★

PLACE IN ENVELOPE

INSERT ALL COMPLETED PROVISIONAL BALLOT FORMS/ENVELOPES

(DATE OF ELECTION)

(NAME OF JURISDICTION)

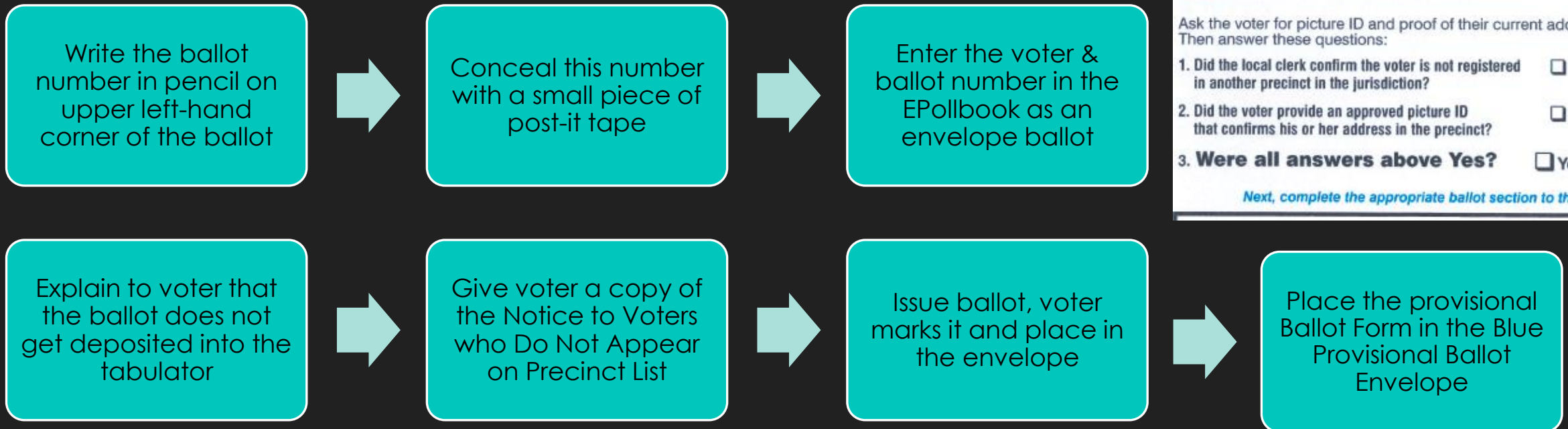
WARD _____ PRECINCT _____


COUNTY OF _____, MICHIGAN

Seal and Return to the Clerk

Provisional Ballot Envelope Ballot

Envelope Ballot- after completing the Provisional Ballot Form it is determined that an Envelope ballot should be issued and returned to the Clerk for further review, proceed as follows:



ELECTION INSPECTOR REVIEW CHECKLIST	
Review the information provided by the voter for completeness.	
Verify the voter:	
<input type="checkbox"/>	completed the affidavit & voter registration form on the other side of this envelope
<input type="checkbox"/>	is in the correct precinct or refuses to go to the correct precinct
<input type="checkbox"/>	registered prior to the close of registration (see date on the other side)
	If any of the above are not checked, the voter cannot vote a provisional ballot. Do not continue.
Ask the voter for picture ID and proof of their current address. Then answer these questions:	
1. Did the local clerk confirm the voter is not registered in another precinct in the jurisdiction?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Did the voter provide an approved picture ID that confirms his or her address in the precinct?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Were all answers above Yes?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Next, complete the appropriate ballot section to the right. ➡	

Write-In Candidates

Always give instructions on all aspects of the voting process, including the procedure for casting write-in votes. A sample sheet on how to complete this section will be in precinct supplies along with a list of valid write-in candidates provided by the Clerk.

Declaration of Intent Requirement- An individual who wishes to seek nomination or election to a federal, state, county, city, township, village or school office with write-in votes is required to file a Declaration of Intent with the appropriate election official by 4:00 P.M. on the second Friday preceding the election, except that a different deadline applies to Precinct Delegates. The local Clerk is responsible for notifying the precinct board of any write-in candidates who filed prior to the election.

Write-In Candidates

For even-year August Primary- Precinct Delegate Positions ONLY

An individual who seeks a Precinct Delegate position with write-in votes must file a Declaration of Intent with the County Clerk by 4:00 P.M. on the Friday immediately preceding the August Primary or may file with the board of Election Inspectors on Election Day.

The Clerk is responsible for notifying the precinct board of any precinct delegate write-in

Write –in candidate list cannot be posted at the precinct or mentioned. Must contact the clerk for list.

Write-In Candidate Declaration of Intent			
write-in candidate information 1	first name	middle	last
	residential address		city / zip
<input type="checkbox"/> I am registered and qualified to vote at this address.			
additional information 2	phone number	date of birth / /	
	email address	campaign website	
office information 3	office name	jurisdiction	district/circuit/ward
	political party, if a partisan office. If running without party affiliation list "No Party Affiliation."		
	term (check one): <input type="radio"/> regular term <input type="radio"/> partial term expiring / / <input type="radio"/> recall		
election (check one): <input type="radio"/> primary election / / <input type="radio"/> general election / /			
judicial candidates only: <input type="radio"/> incumbent position <input type="radio"/> non-incumbent position <input type="radio"/> new judgeship			
statement 4	By signing this affidavit, I swear the statements made above are true and do hereby declare my intent to seek the above elective office as a write-in candidate.		
	sign here	date here	
notary signature			notary name
subscribed and sworn to me on the			day of
notary public, state of Michigan, county of			my commission expires / /
acting in the county of			
for office use only	received by	date of filing	campaign finance number

how to file & complete the form

when to file - by 4 p.m. on the second Friday immediately preceding the election, except precinct delegates. Delegates can file by 4 p.m. on the first Friday immediately preceding the election or on Election Day at the precinct.	You may file in person or by mail. File with the city or township clerk for all city or township offices. Contact your county clerk to determine the appropriate filing official for village, school, or library district offices.	2. additional information A phone number, date of birth, email address, or website is not required, but recommended.
where to file File with the Michigan Bureau of Elections for a federal or state district that includes more than one county (including statewide) and all judicial races except probate or municipal. File with the county clerk for a federal or state district in only one county, a county or probate judge race, and precinct delegates.	campaign finance You may have additional filing obligations under Michigan's Campaign Finance Act. Ask your filing official.	3. office information Print the office name, jurisdiction and any district/circuit/ward defining the office for which you are a candidate. If a delegate candidate, put precinct number.
	completing the form 1. write-in candidate information Print your information legibly. Fill in the circle to indicate you are registered to vote at the address listed.	4. statements Read, sign, and date the attestation. The affidavit is not complete until signed and notarized.

Rev. 3/2019

STATEMENT OF VOTES - WRITE-IN SECTION

JURISDICTION: Kalamazoo City WARD/PRECINCT: 30 DATE OF ELECTION: August 4, 2020

CANDIDATE'S NAME	OFFICE	PARTY	TALLY OF VOTES											TOTAL WRITE-IN VOTES			
			5	10	15	20	25	30	35	40	45	50					
James Doe	State Representative	Dem															5
Jim Doe	State Representative	Dem															2
Mary Jones	Delegate	Dem															3
John Smith	Delegate	Rep															2

Question and Answer Session



Campaigning at the Polls

Michigan law prohibits a person from posting, displaying, or distributing inside a polling place or any hallway used by voters to enter or exit a polling place, or within 100 feet of an entrance to a building “any material that directly or indirectly makes references to an election, candidate, or ballot question”

The following activities are prohibited:



Displaying “pro or con” information ie Vote for/against



Approaching voters to verbally encourage for or against



Distributing campaign or write-in stickers, signs, bumper stickers



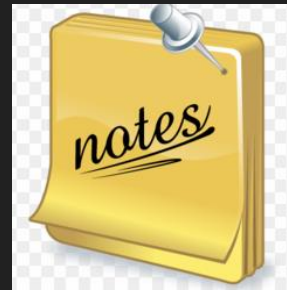
Collecting petition signatures



Requesting donations, selling tickets or engaging in similar activities



Campaigning at the Polls



Election inspectors must direct voters to remove or conceal

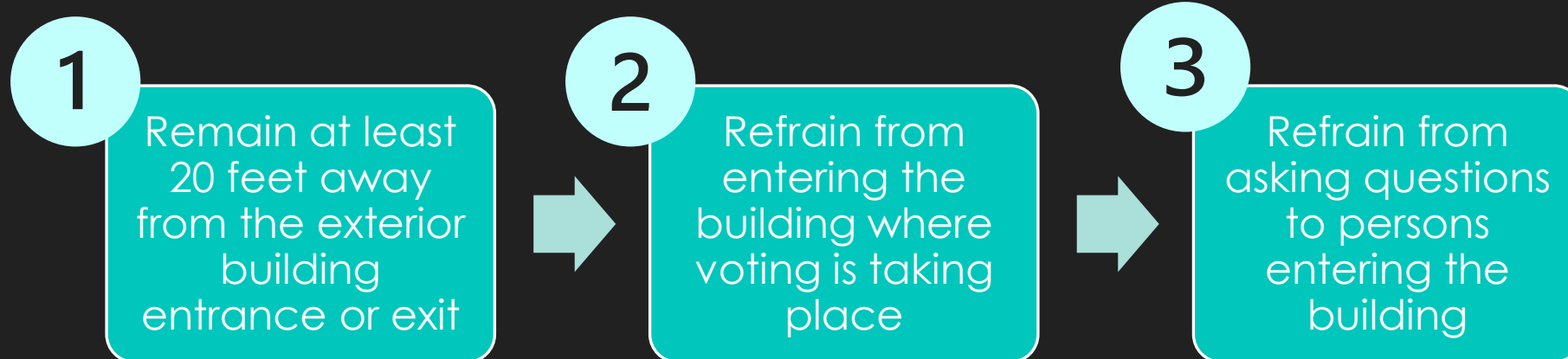
- Campaign clothing, buttons or pins
- Campaign Slogans
- Political party or interest group
- Campaign Literature

Voters may refer to their own personal notes discreetly when voting, but material must not be left behind. Election Inspectors must check for these materials left behind

Candidates appearing on the ballot cannot remain in the polling place after voting and are subject to the 100- foot restriction

Exit Pollsters

“Exit Pollsters” are persons employed to survey voters AFTER they have voted. While Michigan law does not specifically regulate exit polling, the Bureau of Elections recommends that exit pollsters:



Challengers and Poll Watchers

The election is an open and transparent process that may be observed by any interested person. A person who wishes to observe, but is not a qualified election challenger, is commonly called a “poll watcher”. Election challengers may be appointed by political parties and qualified interest groups to observe the election process. There are important distinctions between poll watchers and challengers.

Summary of Challengers & Poll Watchers

	Challengers	Poll Watchers
Must carry credentials issued by appointing authority.	Yes	No
Must be registered to vote in Michigan.	Yes	No
Has right to challenge a person's eligibility to vote.	Yes	No
Has right to challenge the actions of precinct inspectors.	Yes	No
May stand or sit behind the stations.	Yes	No - must be in the Public Area
Has right to look at Poll Book and other election materials.	Yes	Yes - but only as permitted by Chair
May handle the Poll Book and other election materials.	No	No
May use a video camera or recording device.	No	No
May use a cell phone, iPad, laptop, etc. in the precinct.	Yes - if not disruptive	Yes - if not disruptive
May wear campaign related apparel.	No	No

Challengers and Poll Watchers

A challenger has a right to challenge:

- 1) A person's qualifications to vote if the challenger has a "good reason to believe" that the person is not qualified to vote in the precinct
- 2) The actions of the election inspectors if the challenger believes that the election law is not being followed

- May be appointed to serve in more than one precinct
- Must represent a recognized political party or interest group
- Must NOT represent a candidate, candidate committee
- Must NOT be a candidate for any elective office in the election
- Must NOT serve as an election inspector in the election
- Must NOT campaign, distribute campaign material or wear campaign apparel in the precinct



Click [HERE](#) to view the Michigan Bureau of Elections training video on challengers.

Poll Watchers

- NOT required to be registered to vote in Michigan
- NOT authorized to challenge a person's right to vote or actions of precinct board
- NOT permitted to sit behind election inspectors processing tables
- Must sit or stand in Public Area, and not interfere
- NOT authorized to approach voters
- Are allowed to view EPollbook at the discretion of the Chairperson
- Must NOT be a candidate for any elective position in the election

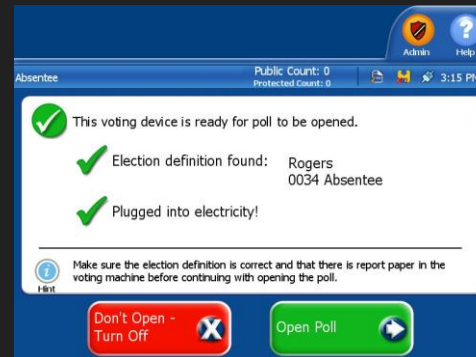


Click [HERE](#) to view the Michigan Bureau of Elections training video on closing the polls.

Tabulator- DS200

- There must be a 10-foot area around the tabulator
- 2 Election Inspectors of different parties should be present
- Verify Tabulator Serial Number and Seal Number matches the Pollbook on the Clerk's Preparation Certificate
- Lock the wheels in place by stepping on silver latches
- Unlock the Power Cord Compartment and plug in
- Flipping up the touch screen and the tabulator will power on
- Be sure to follow the DS-200 Tabulator Setup Checklist

DS-200 TABULATOR SETUP



Voter Assist Terminal- VAT (Express Vote)

- 2 Election Inspectors of different parties must be present
- Lay VAT flat on table to connect power cord
- Verify the Serial and Seal numbers match the Clerk's Preparation Certificate in the Pollbook
- Be sure to follow the ExpressVote Checklist
- Verify the Precinct is correct
- Unlock the Access Compartment to power on

ExpressVote Checklist



Question and Answer Session

