# 10 Things Every Wisconsin Poll Worker Should Know

As a poll worker, your job is to help every eligible voter make their voice heard. Below is a list of things to know before you report for your poll worker assignment.

## 1 Photo ID is required to vote

Most Wisconsin voters must show an acceptable ID when voting at the polls on Election Day or by absentee ballot.

**The following photo IDs are acceptable for voting purposes, and can be unexpired or expired after the date of the most recent general election:**

✓ Wisconsin Department of Transportation-issued (DOT) driver license, even if driving privileges are revoked or suspended

✓ Wisconsin DOT-issued identification card

✓ Military ID card issued by a U.S. uniformed service (includes Military ID cards issued to a retired service member)

✓ U.S. passport book or card

✓ ID card issued by a federally recognized Indian tribe in Wisconsin regardless of the expiration date

## 2 Many types of ID are acceptable

**Voters can satisfy the ID requirement with the following forms of identification:**

✓ Certificate of naturalization that was issued not earlier than two years before the date of an election at which it is presented

✓ Driver license receipt issued by Wisconsin DOT (valid for 45 days)

✓ Identification card receipt issued by Wisconsin DOT (valid for 45 days)

✓ Temporary identification card receipt issued by Wisconsin DOT through the Identification Petition Process (IDPP) (valid for 60 days)
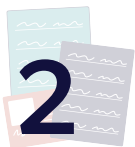
**Voters can satisfy the ID requirement with the following forms of identification (continued):**

✓ Photo identification card issued by a Wisconsin accredited university or college that contains the: date the card was issued; signature of student; expiration date no later than two years after the date of issuance (card may be expired, but if expired the university or college ID must be accompanied by a separate document that proves enrollment. Enrollment verification documents can be shown electronically.)

## 3 Wisconsin has Election Day Registration

If a voter has not registered prior to Election Day, he or she may register at his or her polling place by completing a Voter Registration Application (EL-131) and providing a proof of residence document. The Wisconsin Elections Commission recommends that a separate table be set-up at the polling place to register voters. This practice can reduce waiting times for many electors and better manage the flow of traffic.

## 4 Provisional Ballots are a last resort

A provisional ballot should be issued to a voter who is unable to provide proper documentation when voting.

**A voter is entitled to receive a provisional ballot in two situations:**

✓ A qualified voter who has been issued a current and valid Wisconsin driver license or identification card number registers to vote at a polling place on election day, but is unable or unwilling to list the number on the registration

✓ A registered voter is unable or unwilling to provide proof of identification. For more information review page 68 of the Wisconsin Election Commission's Election Day Manual.

## 5 — Voters must present a proof of residence to register to vote/update voter registration

Everyone (except military and overseas electors) who wishes to register to vote or update their voter registration must present a proof of residence to prove that the person resides at the address listed on the Voter Registration Application (EL-131). A registrant may simply show the document to the election official; the registrant may simply show the document to the election official. For a list of acceptable proofs of residence review pages 51-52 in the Wisconsin Election Commission's Election Day Manual.

## 6 — Voters are permitted to show their proof of residency on a phone or tablet when registering to vote

Electronic versions of proofs of residence are acceptable. The document must contain the person's current and complete name and current and complete residential address. If the document has an expiration date, it must not be expired on the day registration is made.

## 7 — Voters have a right to assistance in voting

All voters have a right to receive assistance marking their ballots if they cannot read or write; have difficulty reading, writing, or understanding English; or have a disability that prevents them from marking the ballot or using the voting equipment. When one of these conditions is indicated, election officials must inform the voter of their right to receive assistance. A voter may select anyone to provide assistance other than the voter's employer or union representative.  An election inspector can, and should, provide assistance if requested.  For more information review page 63 of the Wisconsin Elections Commission's Election Day Manual.

## 8 — Ensure the Polling Place remains free of campaign activity or materials

No person within the polling place should engage in electioneering or solicitation of votes for any political party or body or candidate or question. Election officials are responsible for enforcing the electioneering law on public property within 100 feet of any building entrance a voter may use to access the polling place. The municipal clerk should be contacted if there are any problems relating to enforcement.

## 9 — Voters can cast a regular in-person ballot even if they requested an absentee ballot

If an individual noted as "absentee" appears at the polling place, the inspectors should check the Absentee Ballot Log (EL-124) to determine if the ballot has been returned. If the ballot has not been returned, and the voter confirms that they have not mailed their ballot in, the voter is eligible to cast a ballot at the polling place. For more information review page 101 of the Wisconsin Elections Commission's Election Day Manual.

## 10 — All voters in line at the 8:00 PM closing time must be allowed to vote

Position the "End of Line Officer" behind the last voter in line at 8 PM to ensure that anyone who arrived in time can vote. Poll hours could be extended upon court order.  For more information review page 88 of the Wisconsin Elections Commission's Election Day Manual.