



ELECTION DAY

**ELECTION WORKER TRAINING
NOVEMBER 2025 UNIFORM & SPECIAL ELECTION**

EL PASO COUNTY ELECTIONS DEPARTMENT

Mission Statement

- Our continuous mission to the community is to impart excellent voter registration and election services with the highest level of professionalism, accuracy, efficiency and integrity.
- Our department has the responsibility of conducting Federal, State, and County elections. Our department oversees elections for School Districts, Municipalities, Hospital District Bonds, County Elections, including bonds, and Water Districts and other political subdivisions that contract with El Paso County for election services.

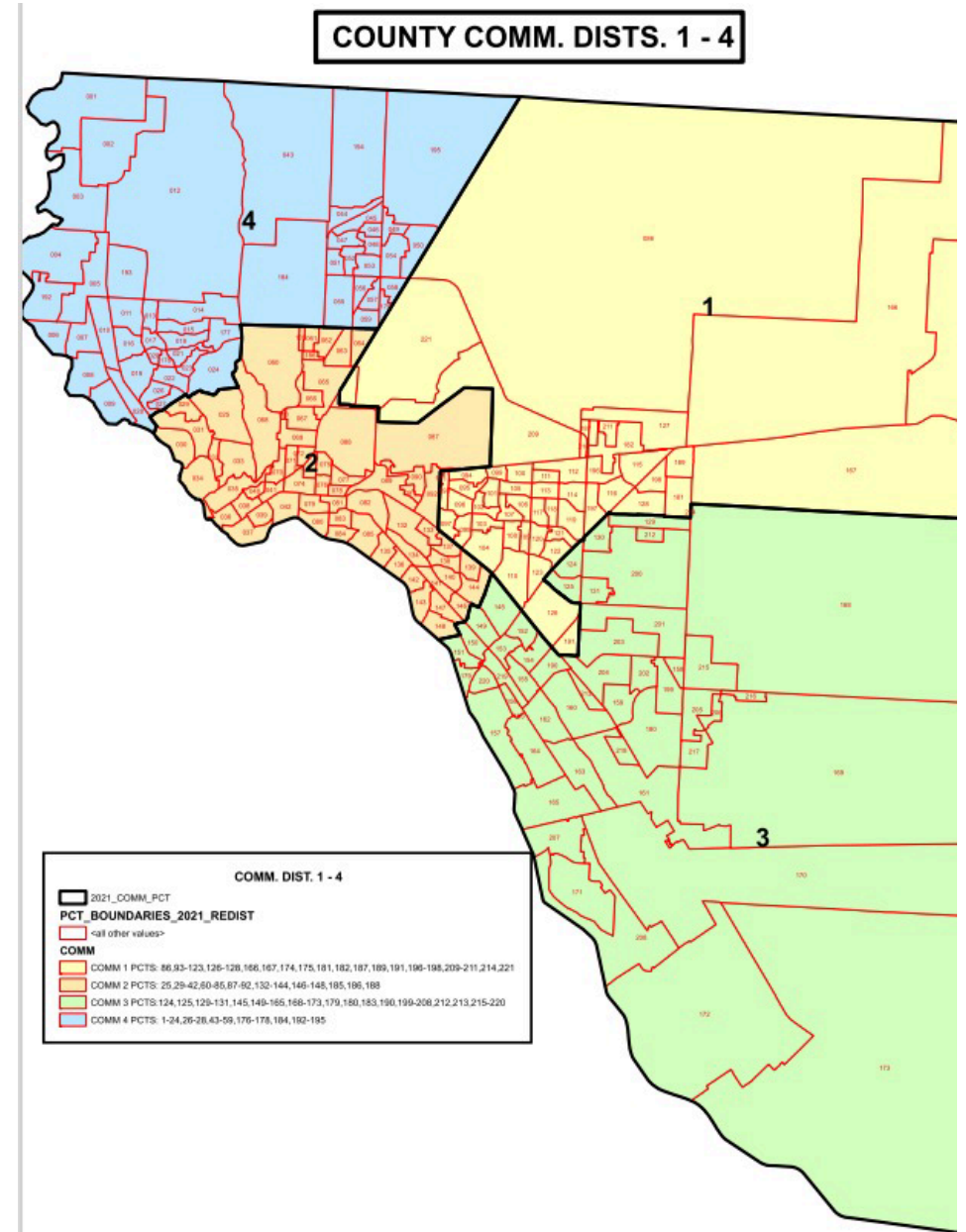


COLLABORATION IS ESSENTIAL

- Our duty is to carry out the many tasks required to ensure the county's eligible voters have full access to the voting process and to cast a secure and confidential ballot.
- It takes hundreds of civic-minded citizens to conduct an election in our county, and Election Workers play an essential part of our mission.
- We are providing a public service to citizens of the county, and we must **all work together** to carry out our duties as prescribed by law.
- Your service is greatly appreciated, and we look forward to working alongside you all for many years to come.

EL PASO COUNTY COMMISSIONER PRECINCT MAP

- El Paso County uses the Countywide Polling Place Program (Texas Election Code, Section [43.007](#)).
- Which means all registered voters of El Paso County may choose to vote at any voting location across the county.
- This applies for both Early Voting as well as Election Day.
- Total of **124** Countywide Election Day Vote Centers.



TYPES OF ELECTIONS DEFINED

GENERAL

- An election, other than a Primary Election, that regularly occurs at fixed dates (Texas Election Code, 1.005).

SPECIAL

- An election that is not General or Primary Election (Texas Election Code, 1.005(18)). An example of a Special Election would be an election to fill a vacancy in the state legislature.

UNIFORM

- Uniform Election dates means an election date prescribed by Texas Election Code, 41.001.

RUNOFF

- An election that occurs when one candidate does not receive enough votes to be elected in an election that requires a majority vote (Texas Election Code 2.021).

PRIMARY

- An election held by a political party to select its nominees for public office including a Presidential Primary Election in advance of a General Election (Texas Election Code 1.005(14)).

ELECTION WORKERS

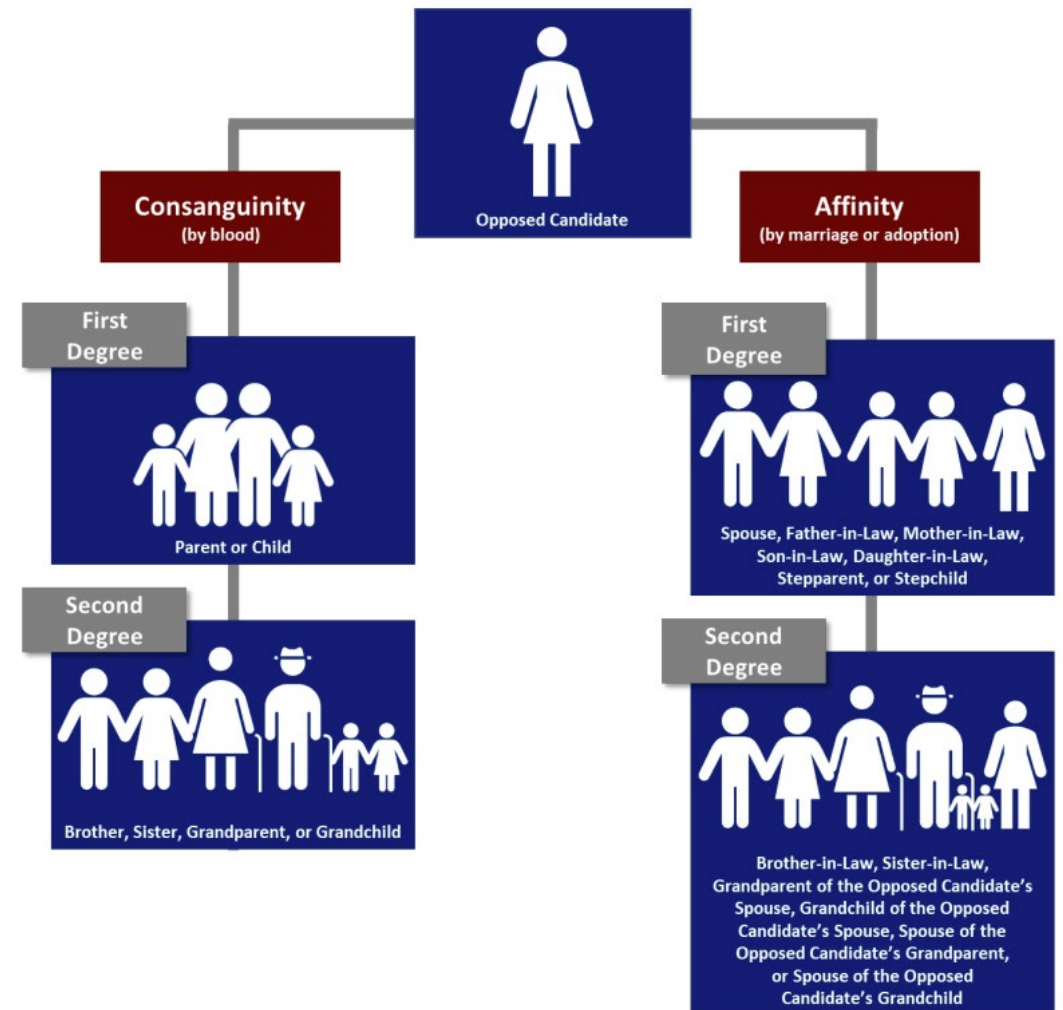
- The term “Election Worker” refers to both Judges and Clerks. Election Workers carry out all procedures in the Vote Center, ensuring all eligible voters who show up at a voting site can vote. Election Workers are required to always wear name-identifying badges inside the voting site. These badges must include the Election Worker’s name and title or position (Texas Election Code, Section [61.010\(b\)](#)). This ensures voters can identify who to seek for help.
- There are two types of Judges in the Vote Center, a **Presiding Judge** and an **Alternate Judge**. Both Judges must collaborate to oversee the election processes in their assigned Vote Center.

ELECTION WORKERS (CONTINUED)

- The **Presiding Judge** is responsible for the management and conduct of the election at the Vote Center where the Judge serves. All Clerks and the Alternate Judge report to and take direction from the Presiding Judge.
- The **Alternate Judge** serves as backup for the Presiding Judge. If the Presiding Judge is out or must leave for any amount of time, the Alternate Judge shall serve in their absence (Texas Election Code, Section [32.001\(b\)](#)). The Alternate Judge should be informed and prepared to step into this role, if needed.
- **Clerks** perform a wide variety of duties in the Vote Center. All Clerks must learn to perform all job functions as situations may arise that require Clerks to change roles.
- All **Election Workers** are expected to follow Federal and State laws related to the conduct of elections. Election Workers are considered County of El Paso employees, and the County has the right to set policies and procedures that workers must follow.

NEPOTISM

- A person who is related within the second degree by consanguinity (blood) or affinity (marriage) to an opposed candidate for a public or party office is ineligible to serve in any precinct in which the office appears on the ballot. (See table).
- Additionally, an Election Judge/Clerk cannot be a relative of an elected official of the authority that appoints the Election Judges (i.e., Commissioners Court).
- However, an Election Clerk can be a relative of an Election Judge (Section [573.061](#) Government Code).



ELECTION DAY BAG PICK-UP

Presiding Judge:

Pick-up your bag before Election Day at:

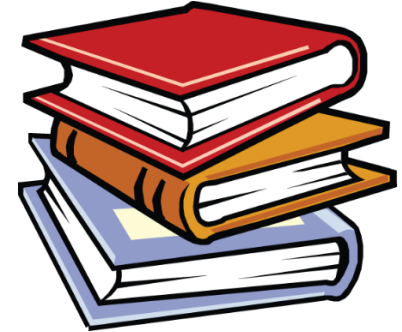
Area	Location	Date	Times
East	El Paso County-Justice Warehouse, 3850 Justice Dr. 79938	Sunday, November 2 nd , 2025	at scheduled time

- If you cannot pick-up your bag, your appointed Alternate Judge must pick-up the bag.
- Note: For your safety and the safety of our staff, our department will only offer **CURBSIDE BAG** pick-up. Have the name of your assigned Vote Center when you arrive.

BEFORE ELECTION DAY

- **Training materials available inside the Election Day binder:**

- DS200 Training Guide
- ExpressVote Training Guide
- Curbside ExpressVote Training Guide
- Electronic Poll Pad Training Guide
- Handbook of Election Judges and Clerks
- Poll Watcher's Guide
- How To's: Provisional, Ballot By Mail, Various Forms (*ex. Payroll Form, Register of Official Ballots*)
- Texas Poll Worker Training Guide to Working with Voters with Disabilities



- **Training videos available on our website, www.epcountyvotes.com**

- DS200 Instructions
- ExpressVote Instructions
- Curbside ExpressVote Instructions
- Electronic Poll Pad Instructions

OPENING THE POLLING PLACE CHECKLIST

ELECTION DAY - OPENING THE POLLING PLACE CHECKLIST

PRESIDING JUDGE AND ALTERNATE JUDGE

INITIAL, SIGN AND DATE THE CHECKLIST BELOW DURING OPENING PROCEDURES

CELL PHONE AND HOTSPOT IN POLLING PLACE

- KM RG Turn on designated cell phone to communicate with the Elections office, 915-546-2154 or with your assigned District Supervisor (Rover).
- KM RG Keep cell phone charged and easily accessible should the Elections office contact you regarding curbside voters.
- KM RG Keep your "Poll Worker Contact Sheet" readily available. The number to text wait times is 915-493-6965. Remember, send a text message with the letter that corresponds to a specific wait time every 30 minutes. Instructions are in your binder.
- KM RG **Hotspot/MiFi** is located inside orange bag. Turn it on. Place in area that has best cellular signal to connect to poll pads.
- KM RG Plug **Hotspot/MiFi** into the nearest power outlet and monitor throughout the day.
- KM RG This device is **ONLY** to be used for Poll Pad connectivity, **DO NOT** try to connect any personal devices or personal cell phones as it's protected with a password.

DESIGNATED CELL PHONE AND HOTSPOT CAN ONLY BE USED FOR OFFICIAL ELECTION PURPOSES!

VOTING EQUIPMENT

Follow instructions provided during Poll Worker training and inside your binder to set-up each piece of equipment. If you need further assistance, contact the Elections office, 915-546-2154 or your assigned District Supervisor (Rover).

- KM RG Plug surge protector into a working power outlet. Position voting machine cords to keep a safe work environment.
- KM RG Turn the surge protector power button on.
- KM RG Arrange the ExpressVote machines so that they are spaced appropriately.
- KM RG Place DS200 towards the exit door.
- KM RG Verify all seals from DS200, ExpressTouch (Curbside) and ExpressVote machines. Document on your "Election Day Seal Logs," located inside your binder.
- KM RG Break all seals from DS200, ExpressTouch (Curbside) and ExpressVote machines.
- KM RG Follow opening instructions, Section 3 inside your binder.
- KM RG **ExpressVote**: Make sure privacy flaps are aligned properly into the side slots.
- KM RG **DS200**: Once you reinsert the Blue Ballot Box into the Main Ballot Compartment, open the flaps, close and lock the Main Ballot Compartment. If flaps are not open, activation cards will get jammed.
- KM RG **DS200 and ExpressTouch (Curbside)**: Verify the date and time and ensure "Public Count" is **ZERO**. Print zero reports and verify each candidate or measure on the report is set to zero. **Poll Workers** must verify and sign zero reports printed. If Poll Watchers are present, up to two Poll Watchers may sign the zero report.
- KM RG Make ADA equipment readily available. (e.g. headphones, braille poll pad screen and ADA key pad for ExpressTouch, located inside your Election Day Bag).

POLL PADS

RETURN INSIDE ENVELOPE #4

Revised 5/2024

1

PLEASE INITIAL,
SIGN AND DATE
CHECKLISTS
DURING BOTH
OPENING AND
CLOSING
PROCEDURES

RETURN INSIDE ENVELOPE #4

CLOSING THE POLLING PLACE CHECKLIST

ELECTION DAY - CLOSING THE POLLING PLACE CHECKLIST

PRESIDING JUDGE AND ALTERNATE JUDGE

INITIAL, SIGN AND DATE THE CHECKLIST BELOW DURING CLOSING PROCEDURES

Do not take down or remove any signage until the last voter has voted! All assigned signs must remain posted in the designated places.

FINAL VOTERS OF THE DAY

- KM RG A voter who was in line or waiting to enter the polling place at 7:00 p.m. is entitled to vote even if the ballot is cast after the posted closing time.
- KM RG If voters are waiting to enter the polling place at closing time, a **Poll Worker** shall direct them to enter the polling place. If entry to the polling place is not possible, the **Poll Worker** may distribute numbered identification cards to the waiting voters and allow entry only to those possessing a numbered card. If neither method is possible, a **Poll Worker** may stand at the end of the line to mark the last voter who is entitled to enter the polling place.
- KM RG The **Presiding Judge and Alternate Judge** shall take the precautions necessary to prevent voting after closing time by persons who arrive after 7:00 p.m.
- KM RG If possible, lock the door once the last voter has voted and left the polling place.

CELL PHONE IN THE POLLING PLACE

- KM RG Keep designated cell phone turned on to communicate with the Elections office, 915-546-2154 or with your assigned District Supervisor (Rover) should any issue(s) arise during closing procedures.
- KM RG **Presiding Judge and Alternate Judge**: Text Brenda Negrete, 915-974-9815 with the following text, "Last Voter Processed at Name of your Vote Center"
- KM RG Once the last voter has voted at your polling place.
- KM RG Once polling place is closed completely, return cell phone with charging cable inside orange bag.

COMPLETE THE REGISTER OF OFFICIAL BALLOTS/BALLOT AND SEAL CERTIFICATE

- KM RG **Presiding Judge and Alternate Judge**: After the last voter has voted, you will need the following to complete the "Register of Official Ballots/Ballot and Seal Certificate." Form is located inside the Activation Cards & Provisional Ballot Bag (Black Bag).
- KM RG "Public Count" as displayed on the DS200, DS200 results tape and "Check-In's" on each Poll Pad.
- KM RG "List of Provisional Voters" located inside Provisional Bag.
- KM RG "Register of Spoiled Ballots" located inside Spoiled Ballots Envelope.
- KM RG Complete columns A through H and record the serial number of the blue seal used to secure the Transfer Case (Blue Ballot Box).
- KM RG Both the **Presiding Judge and Alternate Judge** must sign and date. If Poll Watchers are present, up to two Poll Watchers may sign the form.
- KM RG All carbon copies must be filed in appropriate envelope/bag. **Presiding Judge and Alternate Judge** must retain assigned carbon copy for 22 months.

CLOSING DS200 AND TRANSFER CASE (BLUE BALLOT BOX)

- KM RG Follow DS200 Closing Instructions, Section 4(b) inside your binder.
- KM RG **Poll Workers** who are present must verify and sign the printed results tape. If Poll Watchers

RETURN INSIDE ENVELOPE #4

Revised 5/2024

1

CONSTITUTIONAL OATH

- The Statement of Officer must be completed before the Constitutional Oath of Office is administered.
- Each oath that is administered is valid for the duration of the election officer's term of office and shall be filed with the election records, Elections Department.
- Note: The Constitutional Oath is signed by the Election Worker once a year. This oath will be executed during one of the Poll Worker Trainings.

10-2
Prescribed by Secretary of State
Article XVI, Section 1, Texas Constitution
Sections 1.016, Texas Election Code
9/2023

CONSTITUTIONAL OATH FOR PRESIDING JUDGE, ALTERNATE JUDGE, AND EARLY VOTING CLERK

Prior to entering service as an election judge, alternate judge, or early voting clerk, individuals must complete the statement of officer and take the constitutional oath. The Statement of Officer must be completed prior to taking the constitutional oath of office.

STATEMENT OF OFFICER

I, Priscilla Morales do solemnly swear (or affirm) that I have not directly or indirectly paid, offered, promised to pay, contributed or promised to contribute any money or thing of value, or promised any public office or employment for the giving or withholding of a vote at the election at which I was elected or as a reward to secure my appointment or confirmation, whichever case may be, so help me God.

Title of Position to Which Appointed: Alternate Judge

Execution

Under penalties of perjury, I declare that I have read the foregoing statement and the facts stated therein are true.

Date: 11/04/2025 Signature of Officer Priscilla Morales

CONSTITUTIONAL OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, Priscilla Morales do solemnly swear (or affirm), that I will faithfully execute the duties of the office of Elections Department of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Priscilla Morales

Signature of Election Judge/Alternate Judge/Early Voting Clerk

DO NOT SIGN

Signature of Officer Administering Oath

ELECTION DAY

Presiding Judge:

- About 15 minutes before your voting site opens, administer the “Oath of Election Judges & Clerks” for your Election Workers and yourself. Return completed oath inside Envelope #2.
- Your assigned Vote Center must be open to the public during hours assigned; see the list of Election Day Vote Center locations inside your Election Day binder.

7-1
Prescribed by Secretary of State
Section 62.003, Texas Election
Code 9/2023

Polling Location Bassett	Authority Conducting Election Lisa Wise
Date of Election 11/04/2025	Type of Election Uniform & Special

OATH OF ELECTION JUDGES AND CLERKS

"I swear or affirm that I will not in any manner request or seek to persuade or induce any voter to vote for or against any candidate or measure to be voted on, and that I will faithfully perform my duty as officer of the election and guard the purity of the election."

Judy Smith

Signature of Election Judge

Martin Mathis

Signature of Alternate Judge

Martha Jones

Signature of Election Clerk

Louie Smith

Signature of Election Clerk

Signature of Election Clerk

Signature of Election Clerk

Signature of Election Clerk

Signature of Election Clerk

RETURN INSIDE ENVELOPE #2

VOTE CENTER

- Presiding Judge, Alternate Judge & Clerks:
 - Be professional when communicating with the staff of the facility that you've been assigned to.
 - Should any issues or concerns arise (facility, facility staff, voters, electioneers, etc.) you must contact the Elections Department at (915) 273-3597.
 - Do not take it upon yourself to make any decisions on behalf of the Elections Department.



VOTE CENTER

Presiding Judge:

- Make sure you receive your Vote Center contact information flyer when you pick-up your supplies.
- Call your point of contact at least a day before the election to ensure he/she will be there to open your Vote Center by 6:00 a.m. This is also the perfect time to turn your assigned cell phone on to make sure it is working properly, and it is fully charged (you will find a charger in your bag of supplies).
- Should any facility personnel request to move you to a different location/room/area aside from what's on the flyer, call the Poll Worker Support Line at (915) 273-3597.
- Do not make any decisions or changes regarding location/room/area before contacting the Elections Department first.
- This information is written in contract and must be handled by the El Paso County Elections Department.

IMPORTANT REMINDERS

- Turn your assigned cell phone on the night **before** Election Day to make sure that it is working properly and that it has enough battery. You will find a cell phone charger in your supplies.
- Arrive at your assigned Vote Center **no later than 6:00 a.m.** to set-up your voting area. Judges need to call the Poll Worker Support Line at (915) 273-3597 **by 6:00 a.m. to check-in**. You must provide a total number of Poll Workers present and confirm that you have access to all the election voting equipment at your Vote Center.
- You must turn on the hotspot first, followed by one poll pad, one ExpressVote and the DS200. This ensures that the Vote Center will be **ready and open for voters at 7:00 a.m. as required under Federal and State Law**.
- If by 6:30 a.m. at least one poll pad isn't powered on and operational, Elections Department staff will call your assigned cell phone to assess the situation.
- Be prepared for voters to be in line at 7:00 a.m.
- About 15 minutes before your Vote Center opens, administer the "Oath of Election Judges and Clerks" for your Election Workers and yourself. Return completed oath inside Envelope #2.


Federal Law and the Texas Election Code state that your Vote Center must be open for voting at 7:00 a.m. (Texas Election Code, Section [41.031](#)).

PAYROLL

- Election Worker must complete their own payroll form.
- **Presiding Judge** signs **all** payroll forms, except for his/her own.
- Alternate Judge will sign payroll form for the Presiding Judge.

PAYROLL

- All fields are required.
- All Election Workers must write their social security number legibly. Make sure it is the correct number as any minor misspellings will only delay your payroll process.
- **Presiding Judge** and Clerk must sign at the bottom of the payroll form.
- **Presiding Judge** must sign all payroll forms.
- Don't forget to write your Voter Unique Identifier, also known as VUID number.
- Time must be written in quarter hour and indicate a.m. or p.m.
 - Example: Arrived at 6:00 a.m. and worked until 6:15 p.m.

 **ELECTION DAY PAYROLL FORM**

→ ASSIGNED VOTE CENTER: YWCA-West DATE: 11 / 04 / 25 ←

SECTION 1: POLL WORKER INFORMATION
ALL FIELDS ARE REQUIRED. PLEASE WRITE YOUR NAME AS IT APPEARS ON YOUR SOCIAL SECURITY CARD

→ NAME: Voter William
LAST FIRST MIDDLE

→ DESIGNATED PARTY (CHECK ONE): ☐ DEMOCRAT ☒ REPUBLICAN

ELECTION ROLE (CHECK ONE): ☐ PRESIDING JUDGE ☒ ALTERNATE JUDGE ☐ CLERK ☐ STUDENT ☐ SUPERVISOR

CLERK

→ SOCIAL SECURITY NUMBER: 123 : 45 : 6789 VUID NUMBER: 109234567 ←

→ MAILING ADDRESS: 125 Main St.

CITY: El Paso STATE: TX ZIP: 79901 TELEPHONE: 915-620-0000 ←

CHANGE OF ADDRESS: ☐ YES ☒ NO

→ UNDER CHAPTER 552 OF THE GOVERNMENT CODE, SEC.552.024, I ELECT THAT MY HOME ADDRESS AND TELEPHONE NUMBER:
☐ MAY BE RELEASED ☒ MAY NOT BE RELEASED

TO THE PUBLIC UPON REQUEST UNDER THE TEXAS PUBLIC INFORMATION ACT. FAILURE TO MAKE A DESIGNATION RESULTS IN INFORMATION BEING AVAILABLE FOR PUBLIC ACCESS.

→ **SECTION 2: PAYROLL INFORMATION**
ALL FIELDS ARE REQUIRED

→ TIME ARRIVED AT VOTE CENTER: 6 :00 A.M. ☒ P.M. ☐
CLOCK-IN CAN'T BE BEFORE 6:00 A.M.

→ TIME YOU LEFT VOTE CENTER: 8 :00 A.M. ☐ P.M. ☒
CLOCK-OUT AT TIME LEAVING VOTE CENTER

→ **SECTION 3: DELIVERY OF ELECTION DAY KIT** (IF YOU WILL NOT DELIVER KIT SKIP TO SECTION 4)
COURTHOUSE or WAREHOUSE (CHECK ONE IF APPLICABLE): DRIVER ☒ COMPANION ☐

SECTION 4: OATH AND SIGNATURES
Pursuant to Texas Election Code, Chapter 32, I hereby swear that I am a registered, qualified voter and that I was not appointed by a person related to me within the first degree by Consanguinity and Affinity Kinship (relationship by marriage) Consanguinity Kinship (relationship by blood) for purpose of interpreting nepotism as defined in VTCA Government Code, Chapter 573, Sec. 573021-.025.

X William Voter ← **2 Signatures** → X Paulo Aguirre
Poll Worker Signature Presiding Judge Signature

Office Use Only: Total Hours: X = Pickup: \$ Delivery: \$ Total Pay: \$

White: Office Yellow Copy: Office Pink: Election Worker

HOURS AT THE VOTE CENTER

The Presiding Judge:

- reviews work schedules and assignments with the Clerks (Texas Election Code, Section [32.072](#)).
- treats Clerks uniformly in designating their working hours and duties and in regulating temporary absences (Texas Election Code, Sections [32.072\(c\)](#) and [32.073\(c\)](#)).
- When you leave the Vote Center for a long period of time, you need to note the clock-in and clock-out time on your payroll form.
- Not noting these times on your payroll form is considered theft by deception.
- The Elections Department will remove you and send a complete investigation to the Sheriff's Department.

DRESS CODE- ACCEPTABLE ATTIRE FOR ELECTION WORKERS

- **Pants:** Dress slacks, capris, khakis, cargo pants, and denim jeans.
- **Shirts, Tops and Jackets:** Blouses, dress shirts, sweaters, casual shirts, polo shirts, cardigans, turtlenecks, suit jackets, sport coats, and blazers. Long sleeve and short sleeve shirts must always be buttoned.
- **Sleeveless Attire:** Shoulder strap must be 2 inches wide. If the strap is less than 2 inches in width must be accompanied by an overlaying jacket, sweater, cardigan, blazer, etc.
- **Skirts and Dresses:** Casuals dresses, skirts, sheath dresses, and skorts. Length of the dress or skirt should be no more than two inches above the knee.
- **Footwear:** Dress shoes, dress heels, loafers, boots, flats, conservative walking shoes, clogs, and tennis shoes. Feet must be covered at all times and toes should not be exposed.
- **Hats:** Are allowed if worn for religious reasons.

DRESS CODE-UNACCEPTABLE ATTIRE FOR ELECTION WORKERS

- Clothing that exposes too much of your back, chest, stomach, legs, or undergarments is not appropriate for the workplace.
 - For example: Short skirts or shorts, tube tops, halter tops with spaghetti straps, off the shoulder tops, tops with a low neckline, etc.
- Extremely faded, frayed, bleached, or torn items of clothing.
- Bib overalls
- **Athletic Wear:** Biker shorts, spandex/lycra tops or bottoms, sweatpants, etc.
- Clothing with any offensive images, words, or slogans.
- Provocative/revealing/transparent attire.
- **Footwear:** Thongs, flip-flops and any shoe that expose the entire toe area (excluding footwear prescribed by a Physician is permissible if office receives a written request from a doctor).
- **Hats:** Athletic type hats/caps, visors or beanies.
- **Campaign Attire**

[illegible]

Prohibition of Handguns

VOTERS WITH CERTAIN DISABILITIES

Pursuant to Section 63.0115, Texas Election Code:

An election officer shall give voting order priority to individuals with a mobility problem that substantially impacts the person's ability to move around.

• A person asserting an individual with a mobility problem may ask, at the election officer's request, to be given voting order priority.

• Disabilities and conditions that may qualify you for voting order priority include paralysis, lung disease, the use of portable oxygen, cardiac defibrillator, severe limitation in the ability to walk due to arthritis, neurological, or orthopedic conditions, wheelchair confinement, orthopedic brace, crutches, the inability to walk without stopping to rest, use of a brace, cane, crutch, or other assistive device.

• Voters who wish to be given voting order priority, and be accepted for voting before others in line to vote at that polling place, may indicate this to any election officer serving at the polling place. The prevailing election judge will then allow the voter the voter's assistance, if applicable, from the front of the line.

AVISO DE PRIORIDAD DE ORDEN DE VOTACIÓN PARA VOTANTES CON CIERTAS DISCAPACIDADES

De conformidad con la Sección 63.0115, Código Electoral de Texas:

Un oficial de elecciones deberá dar prioridad de orden de votación a los votantes con un problema de movilidad que afecte sustancialmente la capacidad de la persona para moverse.

• Una persona que quiera ser un individuo con un problema de movilidad también puede, a petición del individuo, ser dado prioridad en el orden de votación.

• Discapacidades y condiciones que pueden calificarte al prioridad de orden de votación incluyen parálisis, enfermedad pulmonar, el uso de oxígeno portátil, deficiencia cardíaca, limitación severa en la habilidad para caminar debido a condiciones artríticas, neurológicas u ortopédicas, confinamiento de sillas de ruedas, uso de andador, uso de una muleta, uso de 200 pies sin parar para descansar, el uso de un bastón, andador, bastón, muleta u otro dispositivo de ayuda.

• Votantes que deseen recibir prioridad de votación, y ser aceptados

ATTENTION BALLOT BY MAIL VOTERS

If you requested a ballot by mail, but choose to vote in person during the Early Voting period or on Election Day:

“YOU HAVE TWO OPTIONS”

1. Surrender ballot and carrier envelope and use mailed-in envelope and complete a “Request to Cancel Ballot by Mail”;
2. If you misplaced your ballot and carrier envelope and/or mailed out envelope, or if you did not bring the ballot and carrier envelope and/or mailed out envelope to the polling place, and still desire to vote in person, you must use a provisional ballot.

Atención Votantes de la Boleta por Correo


Si solicitó una boleta por correo, pero prefiere votar en persona durante el periodo de votación temprana o el Día de Elección

“TENE DOS OPCIONES”

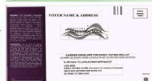
1. Entregue su boleta y el sobre de su correspondencia y el sobre enviado por correo complete una “Solicitud para Cancelar la Boleta por Correo”;
2. Si entregó su boleta y el sobre de su correspondencia y el sobre enviado por correo, o si no trae la boleta y el sobre enviado al lugar de votación y aún desea votar en persona, debe votar una boleta provisional.

Examples of ballot by mail envelopes and ballot;
Ejemplos de sobres de la boleta por correo y boleta;


Mail-In Ballot Envelope




Curric Envelope



EXAMPLE



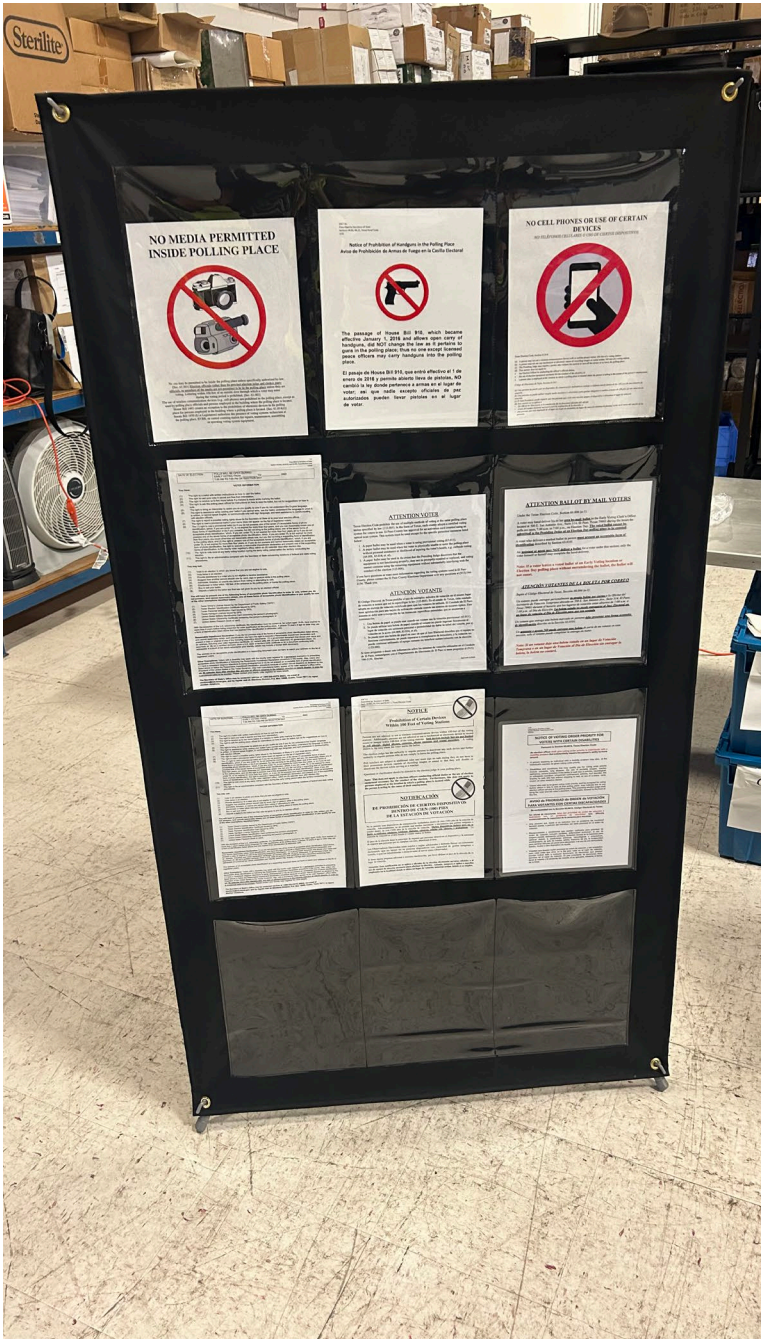
ENVELOPE



[illegible]

Sample Ballot(s)

All postings and sample ballot(s) must be visible to the voter immediately entering your voting place (Texas Election Code, Sections 62.011, 62.0111, 62.0112, 62.0115, 62.012, 85.036(1) and Texas Penal Code, 46.03(a)(2))



NEW POSTINGS DISPLAY STAND

- Every Vote Center will receive one new display stand.
- All postings will be set-up and ready for display.
- All that is required from Election Workers is to set up the stand.
- Instructions will be included.

NOTICE OF APPROVED FORMS OF ID

- Photo ID postings, available in English and Spanish.
- Must be placed at the entrance door to your Vote Center so it is visible to voters as they enter (Texas Election Code, Section [62.016](#)).

7-48 Prescrito por el Secretario de Estado • Sección 62.016, Código Electoral de Texas • 9/2023

Identificación requerida para votantes de Texas

Si posee una de las siguientes formas de identificación aprobadas con fotografía, debe presentarla al votar en persona:*

- ★ Licencia de Conducir de Texas expedida por el Departamento de Seguridad Pública (DPS, según sus siglas en inglés)
- ★ Certificado de Identificación Electoral de Texas expedido por el DPS
- ★ Tarjeta de Identificación Personal de Texas expedida por el DPS
- ★ Licencia para Portar Armas de Fuego de Texas expedida por el DPS
- ★ Cédula de Identificación Militar de los Estados Unidos con fotografía
- ★ Certificado de Ciudadanía de los Estados Unidos con fotografía
- ★ Pasaporte de los Estados Unidos (libro o tarjeta)

¿No posee y no puede razonablemente obtener una de estas identificaciones? Llene una declaración en la casilla electoral describiendo un impedimento razonable para obtenerla, y muestre una copia o el original de una de las siguientes formas de identificación adicionales:

- ★ Documento del gobierno con su nombre y dirección, incluyendo su certificado de registro de votante;
- ★ Factura reciente de servicios públicos;
- ★ Estado de cuenta bancaria;
- ★ Cheque del gobierno;
- ★ Cheque de pago; o
- ★ (a) Acta de nacimiento certificada nacional (de un estado o territorio de EE. UU.) o (b) un documento que confirma el nacimiento admisible en un tribunal de justicia que establece su identidad (que puede incluir un documento de nacimiento extranjero).

* Con la excepción del certificado de ciudadanía estadounidense, para los votantes entre 18 y 69 años, la identificación aprobada con fotografía debe estar actualizada o no haber vencido más de 4 años antes de ser presentada para la calificación del votante en la casilla electoral. Una persona de 70 años de edad o más puede usar una forma de identificación aprobada con fotografía que haya vencido si la identificación es por lo demás válida.

Exenciones: Votantes con alguna discapacidad pueden aplicar con el registrador de votantes del condado para una exención permanente a la presentación de una identificación aprobada con fotografía o seguir el procedimiento de Declaración de Impedimento Razonable en las casillas electorales. Los votantes con una objeción religiosa a ser fotografiados o votantes que no presenten una forma de identificación aprobada con fotografía o que no sigan el procedimiento de Declaración de Impedimento Razonable en las casillas electorales debido a ciertos desastres naturales pueden aplicar para una exención temporal a la presentación de una identificación aprobada con fotografía o el seguir el procedimiento de Declaración de Impedimento Razonable en las casillas electorales. Por favor, póngase en contacto con su registrador de votantes para obtener más detalles.

Preguntas sobre ID para votar

VOTETEXAS.GOV

www.votetexas.gov/es

7-47 Prescribed by Secretary of State • Section 62.016, Texas Election Code • 9/2023

ID required for Texas Voters

If you possess one of the following forms of acceptable photo ID, you must present it when voting in person:*

- ★ Texas Driver License issued by the Texas Department of Public Safety (DPS)
- ★ Texas Election Identification Certificate issued by DPS
- ★ Texas Personal Identification Card issued by DPS
- ★ Texas Handgun License issued by DPS
- ★ United States Military Identification Card containing your photograph
- ★ United States Citizenship Certificate containing your photograph
- ★ United States Passport (book or card)

Do not possess and cannot reasonably obtain one of these IDs? Fill out a declaration at the polls describing a reasonable impediment to obtaining it, and show a copy or original of one of the following supporting forms of ID:

- ★ A government document that shows your name and an address, including your voter registration certificate;
- ★ Current utility bill;
- ★ Bank statement;
- ★ Government check;
- ★ Paycheck; or
- ★ (a) A certified domestic (from a U.S. state or territory) birth certificate or (b) a document confirming birth admissible in a court of law which establishes your identity (which may include a foreign birth document).

* With the exception of the U.S. Citizenship Certificate, for voters aged 18-69, the acceptable form of photo identification must be current or have expired no more than 4 years before being presented for voter qualification at the polling place. A person 70 years of age or older may use a form of acceptable photo identification that has expired if the identification is otherwise valid.

Exemptions: Voters with a disability may apply with the county voter registrar for a permanent exemption to showing acceptable photo ID or following the Reasonable Impediment Declaration procedure at the polls. Voters with a religious objection to being photographed or voters who do not present an acceptable form of photo identification or follow the Reasonable Impediment Declaration procedure at the polls because of certain natural disasters may apply for a temporary exemption to showing an acceptable form of photo identification or following the Reasonable Impediment Declaration procedure at the polls. Please contact your voter registrar for more details.

VOTETEXAS.GOV

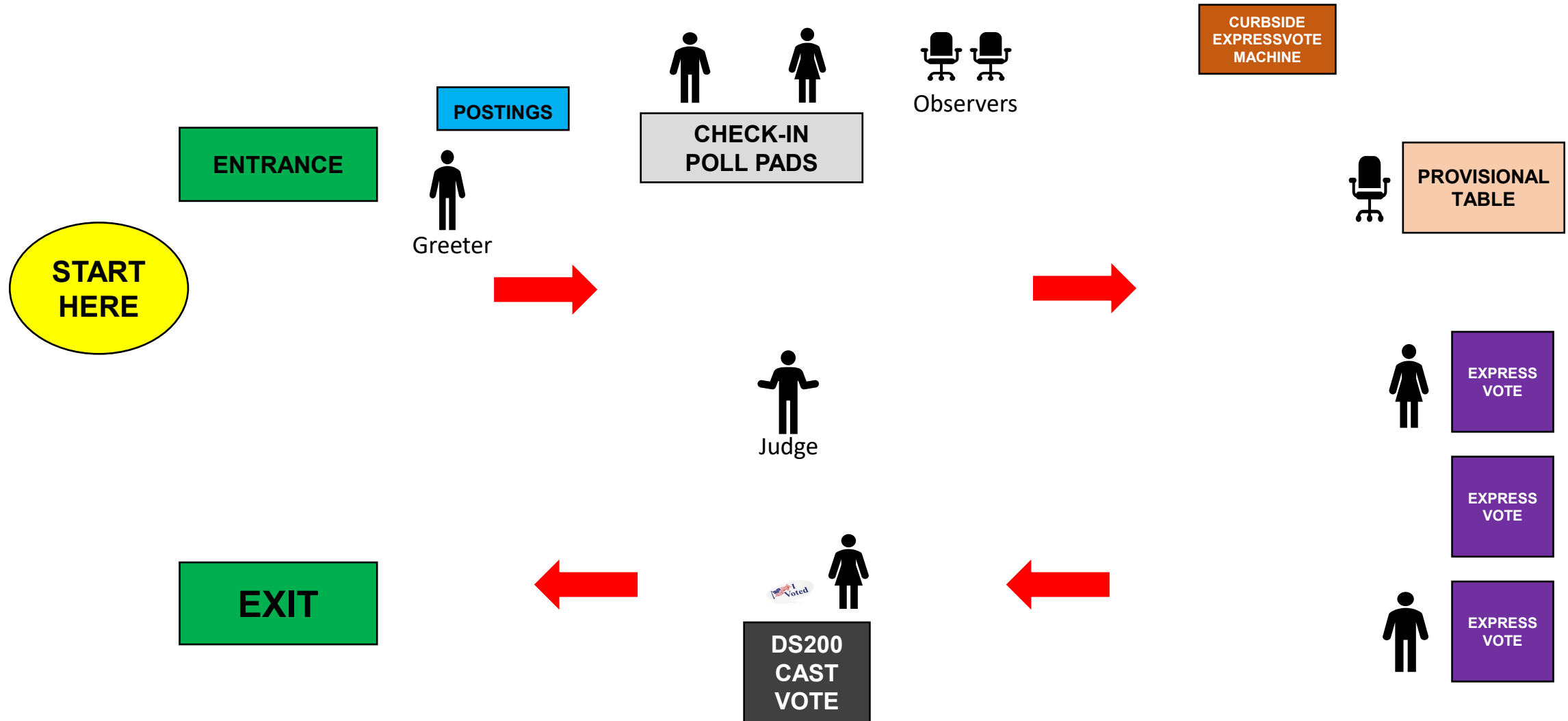
VOTING PLACE ARRANGEMENT

Train your workers to do the following:

- Try to have a dedicated entrance and exit.
- Clearly state where the voter goes to check-in.
- Place the check-in station near the entrance.
- Arrange the table so there can be a forms table aside from the main check-in station.
- Place the ballot box or scanner (DS200) near the exit.
- Post a dedicated clerk to ensure the ballots are being deposited into ballot box (DS200) before the voters exit but ensure that the secrecy of the ballot isn't compromised when providing assistance.
- Place the curbside ExpressVote machine away from the check-in station.
- Make sure the Presiding Judge has a good view of the voting place at all times.
- If you have Poll Watchers or observers, remember they have free movement, but you may give them a place to sit.

VOTING PLACE ARRANGEMENT

- This is an example of an ideal set-up. Try to establish a good flow in the voting place.



ELECTRONIC DEVICES

A person is not allowed to use a wireless communication device within a room in which voting is taking place, Additionally, persons are not allowed to use mechanical or electronic devices to record sound or images within 100 feet of the Vote Center (Texas Election Code, Sections [61.014\(a\)](#) and [62.0111](#)).

- Examples of what devices should not be used?
 - Cell phones (*Except for persons using assistive technology devices. Election Judge has discretion on this type of use*)
 - Cameras
 - Tablet computers
 - Laptop computers
 - Sound recorders
 - Any other device that may communicate wirelessly or be used to record sound or images.

ELECTRONIC & RECORDING DEVICES

(Texas Election Code, Sections 61.003 & 61.014)

- **Exception:** Election Worker conducting official duties.
- **Exception:** Use of election equipment necessary for the conduct of the election.
- **Exception:** Persons employed at the Vote Center while acting in course of person's employment.
- **Exception:** Persons using assistive technology devices. Presiding Judge has discretion on this type of use.

Media

Media is prohibited inside the 100 ft. marker. Should any media personnel arrive at your Vote Center you must contact the Elections Department. Presiding Judge, you do not have the authority to allow any media personnel to record or conduct interviews within the 100 ft. marker.



UPDATING WAIT TIMES

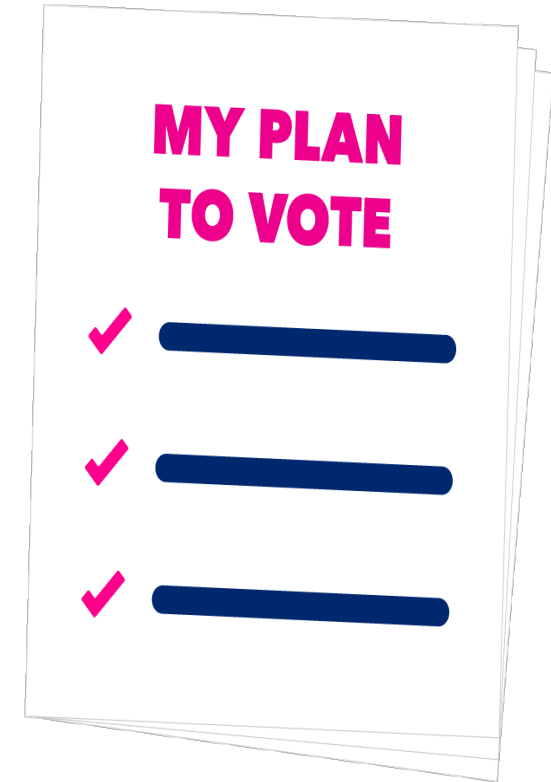
- Every 30 minutes you will need to send a text message to **(915) 493-6965**.
- Your message will consist of **ONLY** a single letter
 - Each letter will correspond to a specific wait time:

Letter	Wait Time
A	Less than 10 minutes wait time
B	10 to 20 minutes wait time
C	20 to 30 minutes wait time
D	More than 30 minutes wait time

- Once you send the wait time text you will receive a “Thank You” response. This will signify that your message was sent successfully.
- Cell phones provided by the department are to be used **STRICTLY** for wait time text messages and/or to contact your Rover/Elections Department. **PERSONAL USAGE is PROHIBITED.**
- **DO NOT** call, text message or download any apps.

WRITTEN COMMUNICATION

- Written communications may be used by voters inside the voting area. Election Workers must periodically check voting machines and common areas of the voting area for sample ballots, pamphlets, brochures or other written materials pertaining to the election that may have been discarded by previous voters (Texas Election Code, Section [61.011](#)).



VOTERS WITH DISABILITIES

Voters with disabilities have the right to:

- Vote by themselves and make their own choices.
- Get help from a person of their choice or an Election Worker.
- A physically accessible Vote Center and the use of an accessible voting machine.
- Vote if they have a guardian, unless a court determines they cannot.
- Be treated in the same way as all other voters. If the voter is properly registered, **it is not up to the Election Worker to question or challenge the voter's registration or competence to vote.**

VOTERS WITH DISABILITIES

Pursuant to Texas Election Code, Section [63.0015](#):

- An election officer ~~may~~ **shall** give voting order priority to individuals with a mobility problem that substantially impairs the person's ability to move around.
- A person assisting an individual with a mobility problem may also, at the individual's request, be given voting order priority.
- Disabilities and conditions that may qualify a voter for voting priority include but is not limited to paralysis, lung disease, the use of portable oxygen, cardiac deficiency, severe limitation in the ability to walk due to arthritic, neurological, or orthopedic condition, wheelchair confinement, and/or the inability to walk 200 feet without stopping to rest, or use of a brace, cane, crutch, or other assistive device.

7-38
Prescribed by Secretary of State
Section 63.0015, Texas Election Code
09/2023

NOTICE OF VOTING ORDER PRIORITY FOR VOTERS WITH CERTAIN DISABILITIES

Pursuant to Section 63.0015, Texas Election Code:

An election officer **shall give voting order priority to individuals with a mobility problem** that substantially impairs the person's ability to move around.

- A person assisting an individual with a mobility problem may also, at the individual's request, be given voting order priority.
- Disabilities and conditions that may qualify you for voting order priority include paralysis, lung disease, the use of portable oxygen, cardiac deficiency, severe limitation in the ability to walk due to arthritic, neurological, or orthopedic condition, wheelchair confinement, arthritis, foot disorder, the inability to walk 200 feet without stopping to rest, or use of a brace, cane, crutch, or other assistive device.
- Voters who wish to be given voting order priority, and be accepted for voting before others in line to vote at that polling place, may indicate this to any election officer serving at the polling place. The presiding election judge shall bring the voter and the voter's assistant, if applicable, forward to the front of the line.

AVISO de PRIORIDAD de ORDEN de VOTACIÓN PARA VOTANTES CON CIERTAS DISCAPACIDADES

De conformidad con la Sección 63.0015, Código Electoral de Texas:

Un oficial de elecciones **debe dar prioridad de orden de votación a individuos con un problema de movilidad** que dificulta sustancialmente la capacidad de la persona para moverse.

- Una persona que asiste a un individuo con un problema de movilidad también puede, a petición del individuo, ser dado prioridad en el orden de votación.
- Discapacidades y condiciones que pueden calificarle para prioridad de orden de votación incluyen parálisis, enfermedad pulmonar, el uso de oxígeno portátil, deficiencia cardíaca, limitación severa en la habilidad para caminar debido a condiciones artríticas, neurológicas u ortopédicas, confinamiento de silla de ruedas, artritis, trastorno de pie, la incapacidad para caminar 200 pies sin parar para descansar, o el uso de una abrazadera, bastón, muleta u otro dispositivo de ayuda.
- Votantes que desean recibir prioridad de orden de votación, y ser aceptados para votar antes que otros en la fila para votar en el lugar de votación, pueden indicar esto a cualquier funcionario de elecciones que prestan servicios en el lugar de votación. El juez presidente de elecciones debe llevar al votante y el asistente del votante, si es aplicable, adelante al frente de la línea.

VOTERS WITH DISABILITIES

- General guidelines:
 - **Be respectful.** Use common sense. Voters with disabilities want to be treated the same way as everyone else. Show them the same respect you would give every other voter.
 - **Just ask.** Don't be afraid to help, but don't automatically give assistance unless the person has requested it or consented.
 - **Communicate with the voter.** Some voters with disabilities may have an Assistant, Interpreter, or friend with them. Always look and speak directly to the voter, not to their companion.

ASSISTING A VISUALLY IMPAIRED VOTER

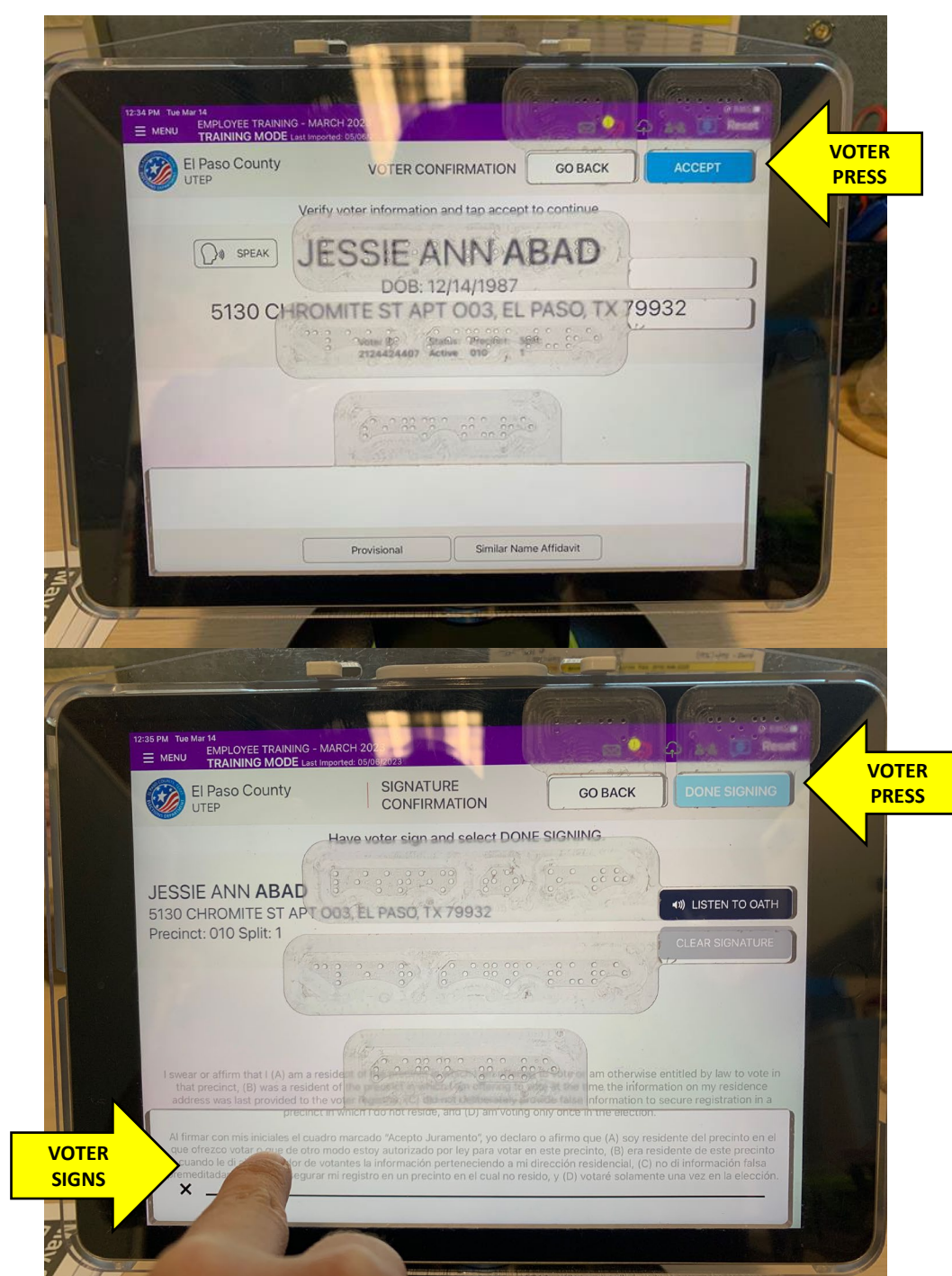
- Become familiar with the ADA keypad and headphones that comes with every ExpressVote and ExpressTouch machine.
- Hand the keypad correctly to the voter and place it in his/her hand.
- Learn to use exact language. Avoid saying, "up here," "down there," "over here," "the green button." Instead say, "on the upper right hand of the keypad," "the round center button," "the arrow to the left of the round center button."
- Before reaching out to touch a voter ask permission. "May I touch your hand?" "Do you want to hold my arm so I can guide you?" "Would you like to place your hand on my shoulder so you can follow me?" Keep in mind that although some visually impaired voters use a white cane, some still have a little bit of useful vision, so they may not have to be led to the voting machine.
- Speak directly to the voter even though he/she may have a companion with them. Use a normal tone. They are not deaf, only blind. They do not appreciate having their voting choices announced for all to hear.

WHAT ABOUT VOTERS WITH DISABILITIES AND TECHNOLOGY?

- Section [1.022](#) of the Texas Election Code provides that a provision of the Code may not be interpreted to prohibit or limit the right of a qualified individual with a disability to request a **reasonable accommodation** or modification to any election standard, practice, or procedure mandated by law or rule that the individual is entitled to request under federal or state law.
- In recent years, advances in technology have allowed cell phones, tablets and other wireless communication devices to assist voters with disabilities. **As an example, a voter may use a program/application on a mobile device to translate verbal communication into sign language, allowing the voter to understand communication by an election official.** While the situation is not expressly addressed in the Election Code, an Election Judge may use their authority to allow a voter utilization of these programs/applications at their discretion.

BRAILLE POLL PAD SCREEN

- Place the Braille Poll Pad Screen when the voter confirmation screen appears.
- This screen provides braille literacy for blind and visually impaired voters.
- Voter will be able to sign at the bottom of the screen once he/she verifies their information.



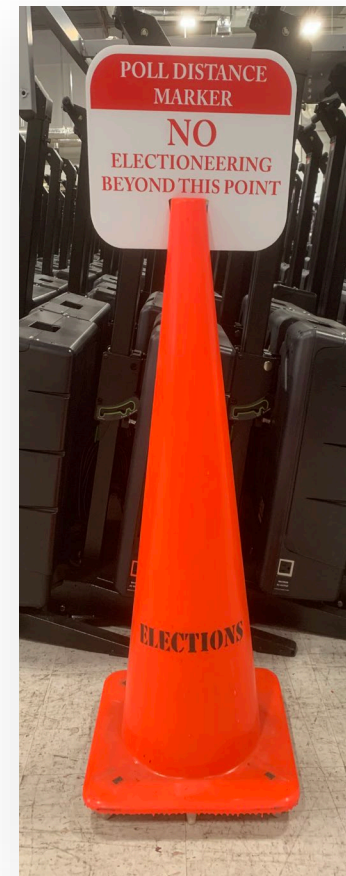
EXIT POLLING

- The Presiding Judge may allow non-disruptive exit polling within the 100-foot boundaries surrounding the Vote Center.
- The Presiding Judge must determine that such exit polling does not constitute either:
 - “Loitering” in violation of Sec. 61.003(a) of the Code or;
 - A disruption of order or a contribution to a breach of the peace at the Vote Center.
- The Presiding Judge has discretion to tell persons conducting the exit poll to go beyond the distance markers if their activities are disruptive to voters.

Texas Election Code, Sections [61.003\(a\)](#) and [32.075](#)

ELECTIONEERING

- Also known as Campaigning
- Post distance markers 100 ft. in each direction from all entrances through which voters may enter the building in which a Vote Center is located (Texas Election Code, Sections [61.003\(a\)](#) and [62.010 \(a\)](#)).
- It is unlawful for a person to electioneer or loiter within the boundary established by the distance markers. An offense is a Class C misdemeanor (Texas Election Code, Section [61.003](#)).
- Election Workers may not enforce the electioneering or loitering statutes outside the 100 ft. distance marker (Texas Election Code, Section [32.075](#)).
- Each Vote Center will be provided with **two large distance marker cones**. You must place them 100 from each entrance through which voters may enter the building.



7-35
Prescribed by Secretary of State
Sections 61.003 and 62.010, Texas Election Code
09/2025

DISTANCE MARKER

**NO ELECTIONEERING OR LOITERING
BETWEEN THIS POINT AND THE ENTRANCE
TO THE POLLING PLACE.**

Electioneering or loitering within the distance marker constitutes a Class C misdemeanor. A Class C misdemeanor is punishable by a fine not to exceed \$500.

MARCADOR DE DISTANCIA

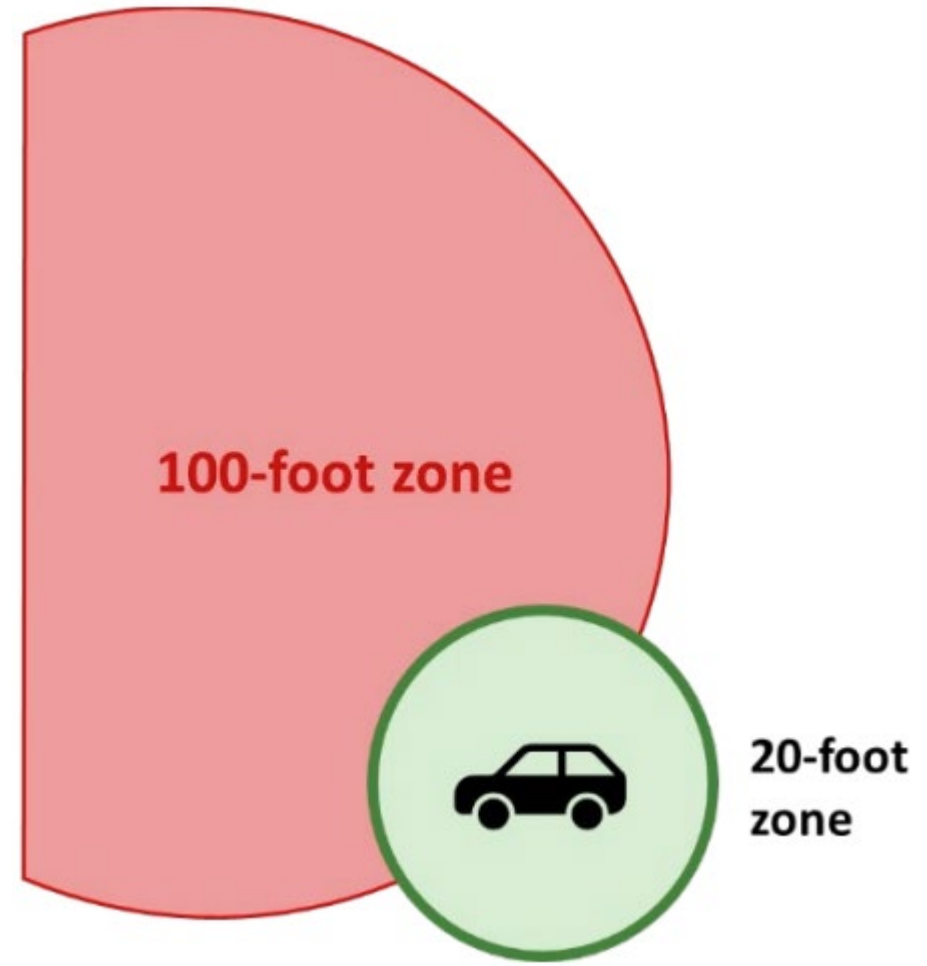
**NO SE PERMITE HACER CAMPAÑA
ELECTORAL NI MERODEAR ENTRE ESTE
PUNTO Y LA ENTRADA AL LUGAR DE
VOTACIÓN.**

Hacer campaña electoral o merodear dentro del marcador de distancia constituye un delito menor de Clase C. Un delito menor de Clase C se castiga con una multa que no excederá los 500 dólares.

The distance marker shall be posted at least 100 feet from any entrance to the building. (Section 65.036, Texas Election Code).

ELECTIONEERING-CHANGES TO CURBSIDE VOTING

- Section [61.003](#) of the Texas Election Code has been amended to prohibit an individual from electioneering within 20 feet of a parking space designated for curbside voting.
- The 20-foot distance marker is in addition to the current 100-foot distance marker, meaning that the 100-foot zone still exists around a Vote Center but could possibly be extended if your designated curbside spot is on the edge of the 100-foot zone.



ELECTIONEERING

- **On September 30, 2021**, the U.S. District Court for the Southern District of Texas issued a final judgement in *Ostrewich v. Hudspeth*, a lawsuit challenging the electioneering provisions in the Texas Election Code, Sections [61.003](#), [61.010](#), and [85.036](#).
- In the *Ostrewich* case, the district court upheld Sec. 61.010 but struck down Secs. 61.003 and 85.036 in the context of voters' apparel during voting as a violation of the First Amendment to the U.S. Constitution.
- **In June 2023**, the Fifth Circuit affirmed the district court's ruling as to Section 61.010 and reversed the portion that struck down Sections 61.003 and 85.036 of the Code. The Supreme Court subsequently denied certiorari. Thus, all three electioneering laws, Sections 61.003, 61.010, and 85.036 of the Texas Election Code, were upheld and remain in force now.
- Each Election Day Vote Center must be organized with 100-foot distance markers posted at surrounding outside entrances to the building. As a result of the above-referenced litigation, during the voting period and inside this protected area, during Election Day, it is prohibited to electioneer, including expressing preference for or against any candidate, measure, or political party, **regardless of whether they are or are not on the ballot**, or relating to the conduct of an election.
- Please note that this court decision was addressed in the Election Judge and Clerks handbook, available in your Election Day binder.

POLL WATCHERS

- “Watcher” means a person appointed to observe the conduct of an election on behalf of a candidate, a political party, or the proponents or opponents of a measure (Texas Election Code, Section [33.001](#)).

The Poll Watcher...

- Must provide the Presiding Judge with a “Poll Watcher’s Certificate of Appointment” and “Certificate of Completion.” Presiding Judge, you must keep the “Certificate of Appointment” and “Certificate of Completion” in **Envelope #2** for return to the custodian of election records after the election (Texas Election Code, Section [66.023\(7\)](#)).
- Must wear a form of identification prescribed by the Secretary of State and provided by the Presiding Judge or other election officer (Texas Election Code, Section [33.051\(f\)](#)).
- **May not** use wireless communication devices (e.g. cell phones) in a Vote Center (Texas Election Code, Section [61.014](#)). The watcher must be allowed to leave to use a wireless communication device and be readmitted to the voting place, if the watcher returns promptly (Texas Election Code, Section [33.052\(b\)](#)).
- **May not** be accepted for service if Poll Watcher has possession of a device capable of recording images or sound unless Poll Watcher agrees to disable or deactivate the device (Texas Election Code, Section [33.051](#)).

POLL WATCHERS

- A Poll Watcher must complete the Poll Watcher training administered by the SOS and present the certificate of completion to the Presiding Judge at the time the watcher reports for service. The Poll Watcher training will be available on the Texas Election Training Portal, **www.sos.texas.gov** (Texas Election Code, Section [33.051](#)).
- Before being accepted for service, a watcher must take an oath administered by the election officer (Texas Election Code, Section [33.051 \(a\)\(h\)](#)). This oath has been added to the certificate of appointment that the poll watcher presents and signs in the presence of the Presiding Judge.

Oath: "I swear or affirm that I will not disrupt the voting process or harass voters in the discharge of my duties."

Activities a Poll Watcher may observe:

- All election activities relating to closing the voting place, including the sealing and transfer of a memory card, flash drive, data storage device, or other medium now existing or later developed for use with voting system equipment.
- Follow the transfer of election materials from the voting place to the regional tabulating center, central counting station, or other location designated to process election materials.

DUTIES AND PRIVILEGES OF A WATCHER

- The new law amended, Texas Election Code 33.056, to provide that a watcher is entitled to sit or stand near enough to see and hear the election officers conducting the observed activity, except as otherwise prohibited by [Chapter 33](#). A watcher may not be denied free movement where election activity is occurring within the location at which the watcher is serving. A watcher who is entitled to “observe” an election activity under the Election Code is entitled to sit or stand near enough to see and hear the activity.
- A watcher may point out to an Election Judge or Clerk any observed irregularity or violation of law. However, if the Clerk refers the watcher to the Presiding Judge, the watcher may not discuss the matter further with the Clerk unless the Presiding Judge invites the discussion (Texas Election Code, Section [33.058 \(b\)](#)).
- The new law amended, Texas Election Code, Section 32.075 to provide that a Presiding Judge may not have a watcher removed from the voting place for violating a provision of the Election Code or any other provision of law relating to the conduct of elections unless the violation was observed by an Election Judge or Clerk. However, a Presiding Judge may remove a Poll Watcher for a violation of the Penal Code, regardless of whether the Election Judge or Clerk observed the violation. A Presiding Judge may call a law enforcement officer to request a Poll Watcher be removed if the Poll Watcher commits a breach of the peace or a violation of law.

POLL WATCHER OVERVIEW

HB 1631 (2023, R.S.)

- Eliminated the requirement for poll watchers to serve for five continuous hours at a polling place on Election Day for the watcher to serve the hours they choose.
- A Poll Watcher can view any election document at any voting place (Texas Election Code, Section [33.056\(c\)](#)).
- Election Worker Payroll Forms
 - Any requests for documents must be made as a Public Information Request and handled accordingly. Have the Poll Watcher contact the Elections Department for more information.

STATE INSPECTOR

A State Inspector:

- is appointed by the Secretary of State's office to designated voting places across the state (Texas Election Code, Section [34.001](#))
- must wear an identifying name tag or badge while on duty at the voting place (Texas Election Code, Section [61.010\(b\)](#))
- must be permitted to observe all election activities performed by the Election Judges and Clerks (Texas Election Code, Section [34.002](#))
- is permitted to point out any irregularities or concerns to the Presiding Judge
- may not observe the preparation of a voter's ballot, unless the voter is being assisted by an Election Judge or Clerk
- are not required to take an oath administered by the Election Judge

WHO IS PERMITTED TO BE LAWFULLY PRESENT IN YOUR VOTING PLACE

- An Election Judge or Clerk
- A Poll Watcher
- The Secretary of State
- A staff member of the Elections Division of the Office of the Secretary of State performing an official duty in accordance with the Election Code
- An election official, a sheriff, or a staff member of an election official or sheriff delivering election supplies
- A State Inspector
- A person admitted to vote
- A child under 18 years of age who is accompanying a parent who has been admitted to vote

WHO IS PERMITTED TO BE LAWFULLY PRESENT IN YOUR VOTING PLACE

- A person providing assistance to a voter under Texas Election Code, Sections [61.032](#) or [64.032](#).
- A person accompanying a voter who has a disability.
- A special peace officer appointed by the Presiding Judge under Texas Election Code, Section [32.075](#).
- **Primaries Only**: The county chair of a political party conducting a primary election may be in a polling place during the voting period as necessary to perform administrative functions related to the conduct of the election, as authorized under Texas Election Code, Sections [61.001](#) & [172.1113](#).
- A voting system technician, as authorized under Texas Election Code, Section [125.010](#).
- The county election officer, as defined by Texas Election Code, Section [31.091](#), as necessary to perform tasks related to the administration, of the election.
- A person whose presence has been authorized by the Presiding Judge in accordance with the Election Code.

HOW TO POLITELY ADDRESS DIFFICULT ISSUES

- Electioneering
 - “Excuse me, but I’m not sure if you are aware that campaigning is prohibited by law within 100 feet of the entrance to the building where the voting place is located.”
- Firearms in the Voting Place
 - Approach and say, “I’m not sure if you are aware that the Texas Penal Code prohibits firearms in the voting place even if you are licensed to carry.”
- Poll Watchers
 - Approach and say, “Pardon me, I noticed that you were using your phone to make notes. State law prohibits the use of wireless devices in the voting place. Please feel free to step outside briefly if you need to use your phone. It doesn’t interrupt your hours of service as long as you promptly return.”

NO POLITICKING

- As an Election Worker, your task is to manage an election, not to engage in or discuss politics.
- You must maintain a non-partisan behavior when working at your Vote Center.
- Do not attempt to influence the voter in any way.
- Do not discuss issues or candidates at the voting area, even if voters are not present.
- Do not speculate on the outcome of the election.
- Some examples: Controversial propositions, closely contested races, controversial legislation, etc.



QUALIFYING THE VOTER

- The voter should be asked whether the voter has one of the acceptable forms of photo ID that is either current or not expired more than four years.

Note: With the exception of the U.S. citizenship certificate, which does not expire, the ID must be current or, for voters aged 18-69, have expired no more than four (4) years before being presented for voter qualification at the voting place. A person 70 years of age or older may use a form of photo ID listed in the next slide that has expired for any length of time if the ID is otherwise valid.

- If the voter says “YES”, the voter is required to present that form of photo ID. If the voter informs you that he/she has an acceptable form but did not bring it to your Vote Center, the voter may vote a provisional ballot and bring the acceptable form of photo ID to the El Paso County Elections Department within 6 days to cure their ballot.

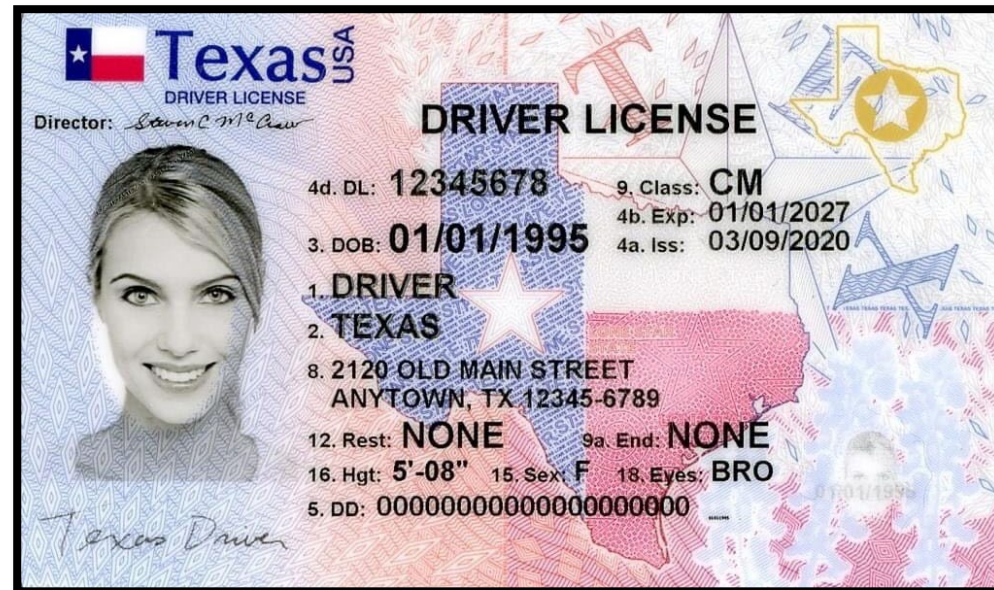
ACCEPTABLE FORMS OF PHOTO ID

1. Texas Driver License issued by the Texas Department of Public Safety (DPS)
2. Texas Personal Identification Card issued by DPS
3. Texas Election Identification Certificate issued by DPS
4. Texas Handgun License issued by DPS
5. United States Military Identification Card containing the person's photograph
6. United States Citizenship Certificate/Certificate of Naturalization containing the person's photograph
7. United States Passport (book or card)

ACCEPTABLE FORM OF PHOTO ID

TEXAS ID


- The gold star near the top right of the Texas Identification Card/Texas Driver License **is not required** in order to vote in Texas. You must accept a Texas ID from a voter with or without the gold star and allow him/her to cast a regular ballot.



GOLD STAR not required to
vote

DPS RECEIPT WITH PHOTO

- Receipts are issued at DPS locations when you apply for a driver's license, identification card or EIC.
- They are printed on letter sized paper.
- They are used until card is received by applicant in the mail.
- The receipt should not be expired more than four (4) years before being presented for voting.

LOCATION: 698 TIME STAMP: 16:23:59 DATE STAMP: 06-03-2013		TEXAS DEPARTMENT OF PUBLIC SAFETY TEMPORARY IDENTIFICATION CARD VALID UNTIL 07-16-2013	
ORGAN DONOR: N VOTER REGISTRATION: N		DL/DLID NUMBER: 34300744 CARD TYPE: ID	
RECEIPT NUMBER: 405DLA795205390			
MAILING ADDRESS: 1234 ANYWHERE STREET ANYWHERE, TX 78755		COMMUNICATION IMPEDIMENT NAME: SAMPLE BMA TEST ADDRESS: 1234 ANYWHERE STREET ANYWHERE, TX 78755 DATE OF BIRTH: 11-01-1984 SEX: M HEIGHT: 5' 07" EYE COLOR: BRO EXPIRATION DATE: 11-01-2019 ISSUANCE DATE: 06-03-2013	
		SIGNATURE: _____ EMPLOYEE: _____	
<ul style="list-style-type: none">■ For driver license related questions, please call 512-424-2600 or refer to the DPS website at www.dps.texas.gov or at www.texas.gov.■ Your DL/D Card will be processed and mailed within 30-60 days.■ You must continue to carry this Temporary Permit until your new card is received.■ For roadside assistance related to the following issues, please call 1-800-525-5555.<ul style="list-style-type: none">■ Stranded with car problems■ Hazardous road conditions■ Debris in the roadway			

ACCEPTABLE ID/(E) NOTATION VOTER

Texas Election Code, Sections [13.002\(i\)](#), [15.001\(c\)](#) and [63.001\(h\)](#)

- Available for voters with documented disabilities.
- Voter has a disability and has applied for and received a disability exemption from the Voter Registrar's office in accordance with the Texas Election Code.
- If the voter presents their Voter Registration Certificate with an (E) after the VUID number, they do not need to present one of the seven forms of photo ID or follow with the Reasonable Impediment Declaration procedure.

Lisa Wise
Voter Registrar
500 E. San Antonio Ave. Ste. 314
El Paso, TX 79901-2491
915-548-2154
www.epcountyvotes.com

Secretary of State's Office
Elections Division
1-800-252-VOTE (8683)
www.sos.state.tx.us

PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
MAILED FROM ZIP 78284
PERMIT NO. 279

RETURN SERVICE REQUESTED

Barcode: Notice# N4000000

VOTER REGISTRATION CERTIFICATE
(Certificado de Registro Electoral)
EL PASO COUNTY (Condado de El Paso)

VUID (VUID)	Gender (Sexo)	Valid from (Válido desde)
1090000000 (E)	M	01/01/2024
Year of Birth (Año de Nacimiento)	Prec. No. (Num. Pcto.)	thru (hasta)
2003	133-1	12/31/2025

Name and Permanent Residence Address (Nombre y dirección residencial permanente)
JOHN VOTER
100 MAIN ST
EL PASO TX 79915

Party Affiliation (Afiliación del Partido)
X

VOTER MUST PERSONALLY SIGN HIS/HER NAME IMMEDIATELY UPON RECEIPT, IF ABLE
(El votante debe firmar esta tarjeta personalmente al recibirla, si puede)

U.S. REP. (Rep. Federal)	STATE SEN. (Sen. Estatal)	STATE REP. (Rep. Estatal)	COMM PCT. (Com. Pcto.)
16	29	77	2
J.P. PCT. (J.P. Pcto.)	CITY REP. (Rep. Ciudad)	SCHOOL DIST. (Distrito Escolar)	EPCCD
5	3	Y1	4

Name and Mailing Address (Nombre y dirección de correo)
VUID: 1090000000
*****AUTO**ALL FOR AADC 780 2
JOHN VOTER
100 MAIN ST
EL PASO TX 79915

Barcode

Designation of (E) next to VUID number

ACCEPTABLE FORMS OF PHOTO ID

EXPIRATION DATES

- An acceptable photo ID must not have expired more than four (4) years before being presented at the Vote Center, unless the voter falls under ***Election Advisory No.2018-08.***
- Examples of acceptable photo ID cards do not expire:
 - Texas Identification Cards for persons aged 60 or older may be permanent and marked “INDEF.”
 - Texas Election Identification Certificates (EIC) for persons aged 70 or older are permanent cards.
 - Some military ID cards are permanent, including Uniformed Services ID cards and Veterans Affairs ID cards. These are usually marked “INDEF.”
 - Certificates of Naturalization and Citizenship do not expire.

REASONABLE IMPEDIMENT DECLARATION

- If the voter has a reasonable impediment or difficulty to obtaining one of the acceptable forms of photo ID.
- Instruct the voter to present a supporting form of ID and complete a “**Reasonable Impediment Declaration**.” If the voter presents a supporting form of ID and completed the declaration, the voter will then complete their check-in on the E-Poll Book and proceed to the voting machine of their choice to cast a regular ballot.

ACCEPTABLE SUPPORTING FORMS

If the voter has been unable to obtain an acceptable photo ID, and the voter has a reasonable impediment or difficulty to obtaining an acceptable photo ID, he/she may present one of the following supporting forms/documents of ID and execute a

Reasonable Impediment Declaration:

- Valid Voter Registration Certificate
- Certified Birth Certificate
- Copy of or original:
 - Current utility bill
 - Bank statement
 - Government check
 - Paycheck
 - Other government documents with voter's name and an address (original required if it contains a photograph)

VALID VOTER REGISTRATION CERTIFICATE

Lisa Wise
Voter Registrar
500 E. San Antonio Ave. Ste. 314
El Paso, TX 79901-2491
915-546-2154
www.epcountyvotes.com

Secretary of State's Office
Elections Division
1-800-252-VOTE (8683)
www.sos.state.tx.us

PRESORTED
FIRST CLASS MAIL
U.S. POSTAGE PAID
MAILED FROM ZIP 78284
PERMIT NO. 279

RETURN SERVICE REQUESTED



Notice# N4000000



VOTER REGISTRATION CERTIFICATE
(Certificado de Registro Electoral)
EL PASO COUNTY(Condado de El Paso)

VUID (VUID) 1090000000	Gender (Sexo) M	Valid from (Válido desde) 01/01/2024
Year of Birth (Año de Nacimiento) 2003	Prec. No. (Num. Pcto.) 133-1	thru (hasta) 12/31/2025

Name and Permanent Residence Address (Nombre y dirección residencial permanente)

JOHN VOTER
100 MAIN ST
EL PASO TX 79915

X

VOTER MUST PERSONALLY SIGN HIS/HER NAME IMMEDIATELY UPON RECEIPT, IF ABLE
(El votante debe firmar esta tarjeta personalmente al recibirla, si puede.)

Party Affiliation
(Afiliación del Partido)

U.S. REP. (Rep. Federal)	STATE SEN. (Sen. Estatal)	STATE REP. (Rep. Estatal)	COMM PCT. (Com. Pcto.)
16	29	77	2
J.P. PCT. (J.P. Pcto.)	CITY REP. (Rep. Ciudad)	SCHOOL DIST. (Distrito Escolar)	EPCCD
5	3	Y1	4

Name and Mailing Address (Nombre y dirección de correo)

VUID:1090000000



*****AUTO**ALL FOR AADC 780 2
JOHN VOTER
100 MAIN ST
EL PASO TX 79915



CERTIFIED BIRTH CERTIFICATE (must be an original)

- It may be from another state or country, does not have to be from Texas.
- It must not be a copy of a certified copy.

CERTIFICATION OF VITAL RECORD

STATE OF TEXAS
City of Austin Registration District

STATE OF TEXAS CERTIFICATE OF BIRTH BIRTH NUMBER

1. Child's Name First: JOHN Middle: DAVID Last: DOE Suffix:		2. Date of Birth (mm/dd/yyyy): 01/02/1950	3. Sex: MALE
4a. Place of Birth - County: TRAVIS 4b. City or Town (if outside city limits, give precinct no.): AUSTIN		5. Time of Birth: 05:11 AM	6a. Plurality - Single, Twin, Triplet, etc.: SINGLE 6b. If Plurality Birth, Born 1st, 2nd, 3rd, etc.:
7a. Place of birth: <input type="checkbox"/> Clinic / Doctor's Office <input type="checkbox"/> Licensed Birthing Center <input checked="" type="checkbox"/> Hospital <input type="checkbox"/> Home Birth (Planned to deliver at home? <input type="checkbox"/> Yes <input type="checkbox"/> No) <input type="checkbox"/> Other (Specify):		7b. Name of Hospital or Birthing Center, NPI (if Not Institution, Give Street Address): DGHTRS OF CHTY HTH SVCS OF AUSTIN-SETON MED CTR	
8a. Attendant's Name, NPI, and Mailing Address: ROSA MORENO 1301 W 38TH ST 201 AUSTIN, TEXAS 78745		8b. Certifier (if certify that this child was born alive at the place and time and on the date as stated): MARIA ARELLANO 01/02/1950 Signature and Title Date Signed	
9b. <input checked="" type="checkbox"/> MD <input type="checkbox"/> DO <input type="checkbox"/> CHM <input type="checkbox"/> Midwife <input type="checkbox"/> Other (Specify):		9c. <input type="checkbox"/> Attendant <input checked="" type="checkbox"/> Facility Administrator / Designee <input type="checkbox"/> Other (Specify):	
10. Mother's Name Prior to First Marriage: First: JOAN Middle: MARIE Last: BUCK		11. Date of Birth (mm/dd/yyyy): 05/08/1926	12. Birthplace (State, Territory or Foreign Country): CONNECTICUT
13a. Residence - State: TEXAS 13b. County: TRAVIS		13c. City, Town or Location: AUSTIN	13d. Street Address or Rural Location: 900 SOUTH LAMAR # 207
13e. Zip Code: 78704 13f. Inside City Limits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		14. Mailing Address: <input checked="" type="checkbox"/> Same As Residence, or:	
15. Father's Name: First: DAVID Middle: JAMES Last: DOE Suffix:		16. Date of Birth (mm/dd/yyyy): 07/04/1918	17. Birthplace (State, Territory or Foreign Country): RHODE ISLAND
18a. Local File Number: 0218731		18b. Date Received by Local Registrar: 01/02/1950	18c. Signature of Local Registrar: <i>Rogelio Moreno</i>

VS-111.3 REV. 01/05 WARNING: THE PENALTY FOR KNOWINGLY MAKING A FALSE STATEMENT IN THIS FORM CAN BE 2-10 YEARS IN PRISON AND A FINE OF UP TO \$5,000. 346103

REGISTRAR OF VITAL RECORDS
CITY OF AUSTIN

THE STATE OF TEXAS

THIS IS TO CERTIFY THAT THIS IS A TRUE AND CORRECT REPRODUCTION OF THE ORIGINAL RECORD AS RECORDED IN THIS OFFICE, ISSUED UNDER AUTHORITY OF SECTION 191.061, HEALTH AND SAFETY CODE. LAW ENFORCEMENT INQUIRIES: 512-972-5240.


DATE ISSUED: _____

Rogelio Moreno
Registrar

ANY ALTERATION OR ERASURE VOIDS THIS CERTIFICATE

COPY OF OR ORIGINAL CURRENT UTILITY BILL

- It may be a copy or printout.
- To be current, the utility bill must be the most recent version or **at least dated within two (2) months** of the date it is presented to an Election Worker.
- The address on the utility bill does not have to match the address on the **E-Poll Book**.



ENERGY

123 Main Street
Sample, Texas 77701

Customer:
Joe B. Customer
123 Main Street
Austin, Texas 78701

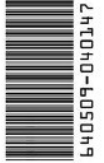
Invoice #: 123456
Statement Amount: \$

COPY OF OR ORIGINAL BANK STATEMENT

- It may be a copy or printout.
- The address on the bank statement does not have to match the address on the E-Poll Book.



Bank of Texas
123 Commerce
Austin, Texas 78701



Joe B. Customer
123 Main Street
Austin, Texas 78701

CHECKING SUMMARY

Starting Balance \$100.00

DEPOSITS AND ADDITIONS

Paycheck \$1500.00

COPY OF OR ORIGINAL GOVERNMENT CHECK

- It may be a copy or printout.
- The address on the government check does not have to match the address on the **E-Poll Book**.



COPY OF OR ORIGINAL PAYCHECK

- It may be a copy or printout.
- The address on the paycheck does not have to match the address on the **E-Poll Book**.



COPY OF OR ORIGINAL OF OTHER GOVERNMENT DOCUMENT

- Must be an original document if it contains a photograph.
- Must be issued by the Federal Government, a federally recognized Tribal Government, or a state or local government in the United States.

Examples:

1. Driver's licenses from other states
2. ID cards issued by federally recognized Native American tribes
3. DPS Receipts (without a photo)
4. Expired Voter Registration Certificates
5. Expired Texas DPS-issued Driver Licenses or personal ID cards (over four (4) years)

Note: Government documents do NOT include Social Security cards (no address), public college or university IDs without an address, state/federal employee ID cards without an address, or library cards without an address. The address on the government document has to be an address of the voter. It does not have to match the address on the E-Poll book.

REASONABLE IMPEDIMENT DECLARATION

The voter must indicate one of the following impediments:

1. Lack of transportation
2. Disability or illness
3. Lack of birth certificate or other documents needed to obtain form of photo ID
4. Work schedule
5. Family responsibilities
6. Lost or stolen identification
7. Acceptable form of photo ID applied for but not received

EXAMPLE

REASONABLE IMPEDIMENT DECLARATION

TO BE COMPLETED BY VOTER

1 Name: John Voter

VOTER'S DECLARATION OF REASONABLE IMPEDIMENT

A person is subject to prosecution for perjury under Chapter 37, Penal Code, or Section 63.0013 of the Texas Election Code for providing a false statement or false information on this declaration. By signing this declaration, I swear or affirm under penalty of perjury that the information contained in this declaration is true, that I am the same individual personally appearing at the polling place to sign this declaration, and that I face a reasonable impediment to procuring an acceptable form of photo identification listed in Section 63.0101(a) of the Texas Election Code.

My reasonable impediment is due to the following reason(s):

2 (Check at least one box below)

- | | |
|--|---|
| <input checked="" type="checkbox"/> Lack of transportation | <input type="checkbox"/> Disability or illness |
| <input type="checkbox"/> Lack of birth certificate or other documents needed to obtain acceptable form of photo ID | |
| <input type="checkbox"/> Work schedule | <input type="checkbox"/> Family responsibilities |
| <input type="checkbox"/> Lost or stolen identification | <input type="checkbox"/> Acceptable form of photo ID applied for but not received |

The reasonableness of your impediment cannot be questioned.

3 ☒ John Voter 11/04/2025
Signature of Voter Date

Sworn to and subscribed before me this
4 day of Nov 20 25

4 VUID (Voter Unique Identification Number)

1094567890

5 Presiding Judge/ County Voter Registrar (if applicable)
Melissa Rosales

TO BE COMPLETED BY ELECTION OFFICIAL

6 The voter provided a copy or original of one of the following forms of identification:

____ Certified copy of a domestic (from a U.S. state or territory) birth certificate or a document confirming birth admissible in a court of law which establishes the voter's identity (which may include a foreign birth document)

☒ Current utility bill

____ Bank statement

____ Government check

____ Government document that shows the voter's name and an address (including the voter's voter registration certificate)

____ Paycheck

7 Location: UTEP Date of Election: 11/04/2025

- 1: Voter must print name, legibly
- 2: Voter must check at least one box
- 3: Voter signs and dates declaration
- 4: Either the Election Judge or the voter completes the Voter Unique Identifier Number (VUID), and **note on the E-Poll Book that the declaration was used by the voter**
- 5: Election Judge must sign declaration
- 6: Election Judge must check what type of document the voter provided
- 7: Election Judge prints the name of the Vote Center and date of election, legibly

Note: Once declaration is executed by both the Judge and voter, the voter must be allowed to **cast a regular ballot. If executed, return inside Envelope #2.**

DECLARATION OF REASONABLE IMPEDIMENT

- **You may not question or challenge the voter regarding their lack of acceptable photo ID.**
 - If the voter states that they have not been able to obtain an acceptable photo ID, and the voter, in response to your question as to whether they have a reasonable impediment or difficulty to obtaining an acceptable ID, states that they have such a reasonable impediment or difficulty, you must explain their right to complete the Reasonable Impediment Declaration and show a supporting form of ID.
- **You may not question the reasonableness of the voter's reasonable impediment or difficulty or the truth of the declaration.**
 - For example, if the voter checks "lack of transportation", you may not challenge the voter's access to a bus route or other means of transportation.

A signed Reasonable Impediment Declaration shall be rejected only upon conclusive evidence that the person completing the declaration is not the person in whose name the ballot is cast.

Note: The form warns that false statements and false information on a Reasonable Impediment Declaration subject a person to prosecution for perjury under Chapter 37, Penal Code, or Section [63.0013](#) of the Texas Election Code.

ADDRESSES

- You should not compare the address on any ID to the address on the E-Poll Book.
They are not required to match.
- You are only required to confirm with the voter that the address on the E-Poll Book is correct (Texas Election Code, Section [63.0011](#)).
- For example:
 - Ask the voter if he/she still lives on 123 Main Street. This allows the voter to update his/her voter registration record.
 - If the voter says yes...this confirms that their registration records are up to date.
 - If the voter says no...this means that the voter needs to update their address by completing a Statement of Residence.

21-6 (9/2025)
Prescribed by
Secretary of State

EXAMPLE

STATEMENT OF RESIDENCE

For persons whose residence address does not match voter information

Voter ID #109123456

CONSTANCIA DE DOMICILIO PERMANENTE

Para personas cuya dirección no coincide con la que aparece en la lista oficial de votantes inscritos.

Last Name Include suffix if any Apellido Incluya el sufijo si lo hay (Jr., Sr., III)	First Name Primer Nombre	Middle Name (if any) Segundo nombre (si corresponde)	Former Name (if any) Apellido anterior (si corresponde)
Kennedy	John	F	

Residence Address: Street Address, Apt/Unit, City, State, Zip Code, and County. (If none, describe where you live. No P.O. Box, Rural Route, or business address.) Dirección de Residencia: Número y calle, Apt./Unidad, Ciudad, Estado, Código Postal, y Condado. (A falta de estos datos, describa dónde vive. No use P.O. Box, Ruta Rural o Dirección de Negocios.)	Gender (Optional) Género (Opcional)
123 Camelot Ave.	<input checked="" type="checkbox"/> Male Masculino <input type="checkbox"/> Female Femenino

Mailing Address: Street Address, Apt/Unit, City, State, and Zip Code. (If mail cannot be delivered to your residence address.) Dirección Postal: Número y calle, Apt./Unidad, Ciudad, Estado, y Código Postal. (Si no se puede entregar el correo en su dirección de residencia.)	Date of Birth: month, day, year Fecha de Nacimiento: mes, día, año
	05/29/1917

Previous Residence Address: Street Address, Apt/Unit, City, State, Zip Code, and County. (If none, describe where you lived.) Dirección de Residencia Anterior: Número y calle, Apt./Unidad, Ciudad, Estado, Código Postal, y Condado. (A falta de estos datos, describa dónde vivía.)	Telephone Number (Optional) Include Area Code (Número de Teléfono (Opcional) – Incluya código de área)

Texas Driver's License (TX DL) or Texas Identification (TX ID) Card number (issued by the Texas Department of Public Safety): Número de licencia de conducir de Texas (TX DL) o tarjeta de identificación de Texas (TX ID) (expedida por el Departamento de Seguridad Pública de Texas)	I have not been issued a TX DL or TX ID number, and the last four digits of my Social Security Number are: No se me ha expedido un número de licencia de conducir de Texas (TX DL) ni un número de identificación de Texas (TX ID), y los últimos cuatro dígitos de mi número de Seguridad Social son
87654321	XXX - XX -

☐ I have not been issued a TX DL, TX ID, or Social Security Number.
No se me ha expedido un número de TX DL, TX ID, o de Seguridad Social

I understand that giving false information to procure a voter registration is perjury, and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. Please read all three statements to affirm before signing. Entiendo que el dar información falsa para obtener una tarjeta de registro electoral constituye un delito de perjurio bajo las leyes estatales y federales. La condena por este delito puede resultar en encarcelamiento de hasta un año de cárcel, una multa de hasta \$4,000, o ambas cosas. Por favor lea cada una de las tres declaraciones antes de firmar.

- I am a resident of this county and a U.S. citizen; and
- I have not been finally convicted of a felony, or if a felon, I have completed all of my punishment including any term of incarceration, parole, supervision, period of probation, or I have been pardoned; and
- I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote.

- soy residente de este condado y ciudadano de los Estados Unidos; y
- no he sido finalmente condenado por un delito grave, o si soy un delincuente, he purgado mi pena por completo, incluyendo cualquier plazo de encarcelamiento, libertad condicional, supervisión, período de libertad condicional, o he sido indultado; y
- no he sido determinado por un fallo final de un tribunal que ejerce la jurisdicción testamentaria que estoy totalmente incapacitado mentalmente o parcialmente incapacitado mentalmente sin derecho a voto

X

John f. Kennedy

Signature of applicant or signature of agent and relationship to applicant or printed name of applicant (if signed by witness)

Date

10 / 20 / 2025

STATEMENT OF RESIDENCE

- Also known as a change of address form.
- If a voter moved, he/she will need to complete this form before voting.
- Or if the voter has a “Suspense” notation on the E-Poll Book, he/she must complete this form and give it back to you before voting.
- If voter refuses to complete a Statement of Residence, then he/she can only vote a Provisional ballot.
- All required fields must be complete, signed and dated by the voter.
- If possible, write the voters Voter ID number on top of the form. This will allow our office to access their voter record faster to make the changes. The voter ID can be found on the E-Poll Book during the check-in process.

SIMILAR NAME PROCESS

- If the voter's name on the E-Poll Book is not identical to the voter's name as it appears on the voter's photo ID or supporting form of ID, the Election Worker will determine, under standards adopted by the Secretary of State, if the names are "substantially similar."
- If the names are substantially similar, the voter shall be accepted for voting after he/she places their signature in the similar name box in the E-Poll Book, these procedures are outlined in the Texas Election Code, Section 63.001.
- If the voter would also like to update their name on their voter registration record, they can do so by completing a Statement of Residence form or a Voter Registration Application.

SIMILAR NAME WHEN PROCESSING A VOTER

Initial, Middle Name, Former Name (*maiden names or hyphenated names*).

E-Poll Book	ID
Sandra Robles	Sandra Robles-Avila
Jacob Valenzuela	Jacob Andrew Valenzuela
Aimee L. Smith	Aimee Smith

Slightly Different (*minor misspellings of names*).

E-Poll Book	ID
Vanessa Miller	Vanesa Miller
Mark Lopez	Marc Lopez
Nancy Jones	Nanci Jones

Customary Variation (*English v. Spanish or common abbreviations*).

E-Poll Book	ID
Jose Sanchez	Joseph Sanchez
Kim Rogers	Kimberly Rogers
Esperanza Lopez	Hope Lopez

QUALIFYING PROCESS

- [Chapter 63](#) of the Texas Election Code
- Step 1: Identify voter by asking for any of the 7 acceptable forms of photo ID. If the voter fills out a Reasonable Impediment Declaration, ask for the supporting form of ID.
- Step 2: E-Poll Book. Look-up voter with photo ID or supporting form:
 - Voter's name, Date of Birth;
 - Address/Residence (does not have to match from E-Poll Book to acceptable photo ID/supporting form);
 - Any notations.

Note: If acceptable form of photo ID or supporting form does not provide an address, you do not need to ask for a second identification for verification.

QUALIFYING PROCESS

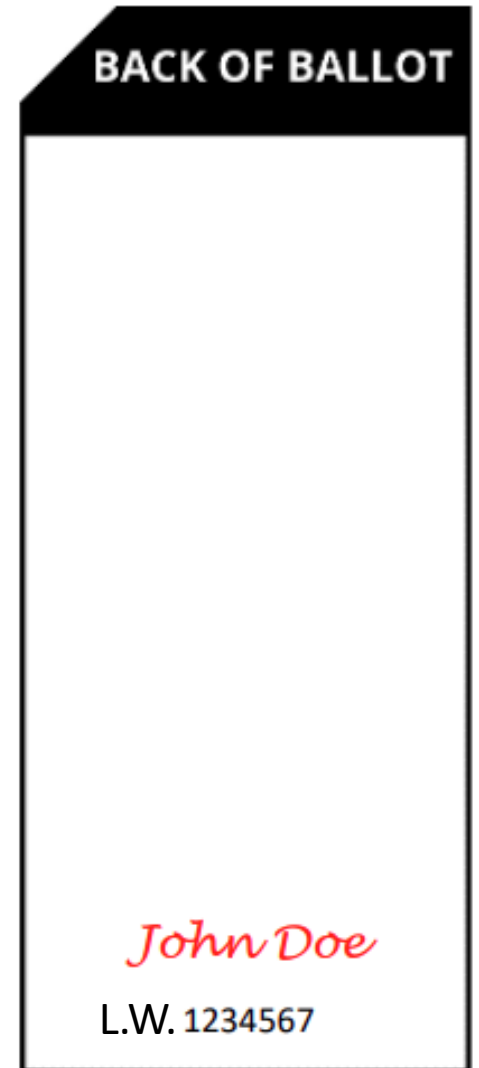
- Step 3: **Have you Moved?** Election Worker must ask every voter if they still live at the address shown on the E-Poll Book. If address is different offer voter to complete a Statement of Residence.
- Step 4: **Voter's Information.** Have voter verify his/her information on the E-Poll Book and sign his/her name on the E-Poll Book signature line (*Refer to Poll Pad Training Guide for instructions*).
- Step 5: **Provide Voter with Activation Card.** Either the Presiding Judge or Alternate Judge must initial the back of the activation card; next to the pre-printed number.
- Step 6: **Cast Ballot.** Direct voter to ExpressVote machine of their choice to mark their activation card. Once card is retrieved and marked, voter must scan marked activation card on the DS200.

Note: The address on the voter's identification **does not have to match** the voter's registration address. An Election Worker may not refuse to accept a voter's identification because the addresses do not match. Doing so is violation of the law!

PREPARING THE ACTIVATION CARD

- The Early Voting Clerk's initials (**L.W.**) are pre-printed on the back of each activation card used at the polling place.
- Before handing the activation card to the voter, the **Presiding Judge must sign his or her full name on the back of the activation card** after it is ejected from the poll pad printer during check-in.
- An **Alternate Judge** may only sign the activation card if the Presiding Judge is absent or not present at the polling place.
- **Election Clerks** cannot sign the Presiding Judge's name.
- Once signed, the activation card becomes an official ballot.

Texas Election Code, Sections [85.0311](#), [62.008](#).
[Election Judges and Clerks Handbook](#), page 76.



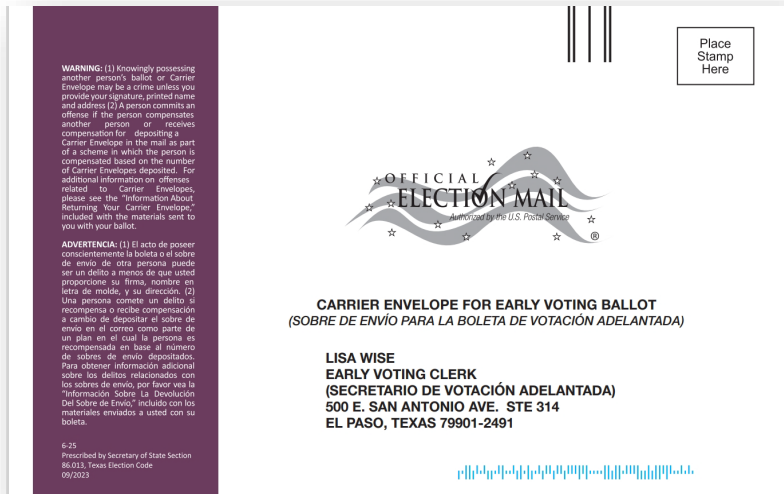
MAIL BALLOT REQUESTED

- The voter may cancel his/her mail ballot and cast a regular ballot at your Vote Center by:
 - Completing the “Request to Cancel Ballot by Mail For Use in the Polling Place” (available inside *Envelope for Requests and Canceled Ballots* and;
 - Surrender the mail ballot (both the envelope where ballot was received and the paper ballot) to any Election Worker.

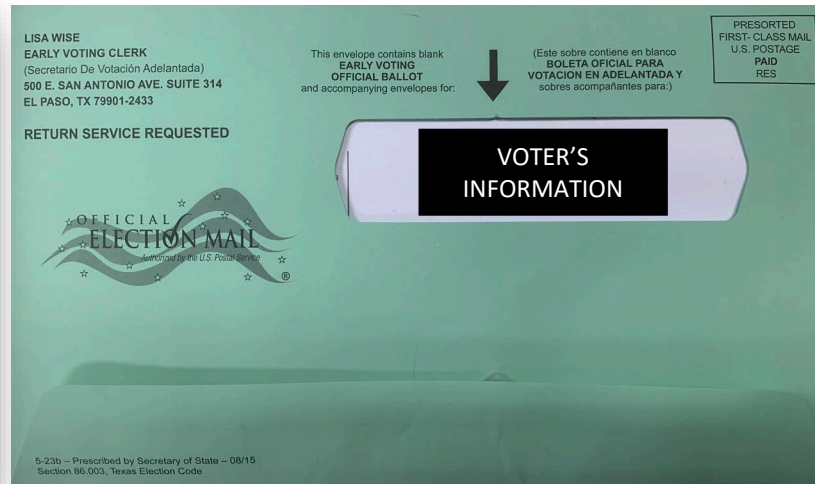
See next slide for example. Should you have any questions or need assistance please call the Elections Department at (915) 273-3597.

SURRENDER BALLOT BY MAIL

CARRIER ENVELOPE



MAIL OUT ENVELOPE



BALLOT

A sample ballot form for the Uniform Election (November 5, 2019) in El Paso County, Texas. It contains instructions in English and Spanish, followed by several propositions for voters to mark their choice. A large 'EXAMPLE' watermark is diagonally across the center.

Uniform Election
(Elección Uniforme)
November 5, 2019 (5 de Noviembre de 2019)
(Condado de) El Paso County, Texas
OFFICIAL BALLOT/BOLETA OFICIAL

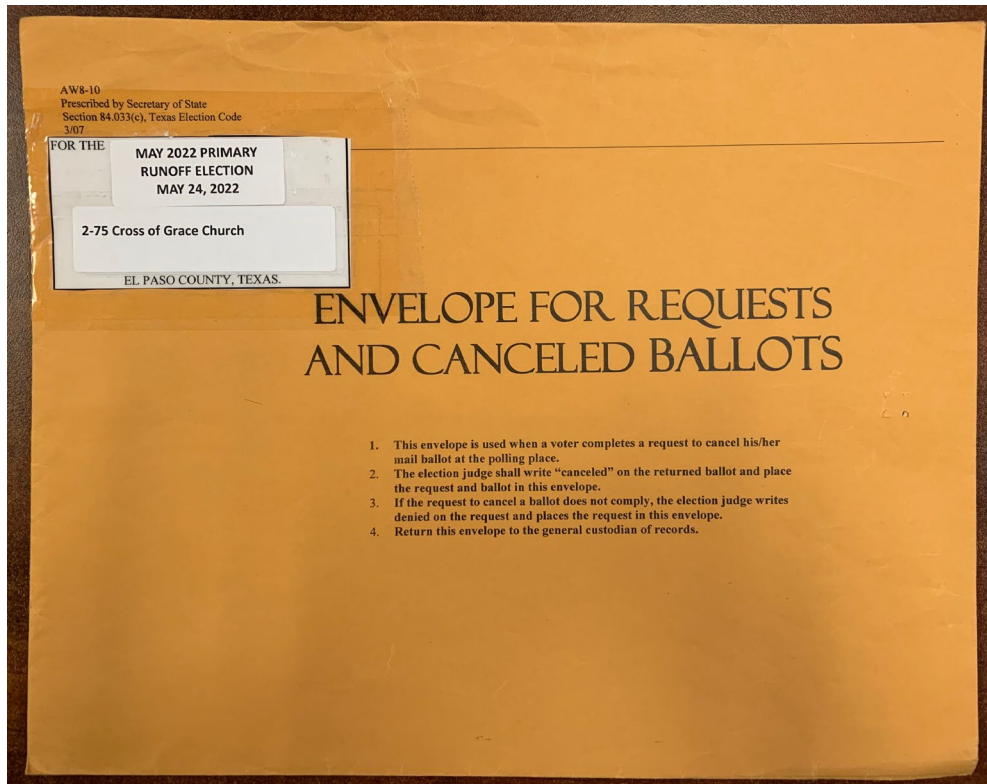
INSTRUCTION NOTE: Darken in the oval (●) provided to the left of the statement indicating the way you desire to vote.
(NOTA DE INSTRUCCION: Llene completamente el espacio ovalado (●) a la izquierda de la frase que indica la manera en que quiere votar.)
Please vote on both sides of the ballot if necessary. (Favor de votar en los dos lados de la boleta si es necesario.)

City of El Paso Propuesta "A", Seguridad Pública	State of Texas Constitutional Amendments (Estado de Texas, Enmienda a la Constitución)
<p>Propuesta "A", Seguridad Pública "La emisión de bonos de responsabilidad general por \$413,122,650 para instalaciones de seguridad pública incluyendo vehículos y equipamiento para el departamento de policía y el departamento de bomberos y para imponer un impuesto suficiente para pagar el capital principal y los intereses sobre los bonos."</p> <p>○ For (A Favor) (24) ○ Against (En Contra) (25)</p>	<p>Proposition 3 "The constitutional amendment authorizing the legislature to provide for a temporary exemption from ad valorem taxation of a portion of the appraised value of certain property damaged by a disaster."</p> <p>Propuesta Núm. 3 "Enmienda constitucional que autoriza a la Legislatura considerar una exención temporal de los impuestos ad valorem de una parte del valor de la propiedad de ciertos bienes dañados por un desastre."</p> <p>● For (A Favor) (47) ○ Against (En Contra) (48)</p>
<p>City of El Paso Propuesta "A", Seguridad Pública</p> <p>Propuesta Núm. 1 "The constitutional amendment permitting a person to hold more than one office as a municipal judge at the same time."</p> <p>Propuesta Núm. 1 "Enmienda constitucional que permite a una persona ocupar más de un cargo como juez municipal al mismo tiempo."</p> <p>○ For (A Favor) (39) ● Against (En Contra) (40)</p>	<p>Proposition 4 "The constitutional amendment prohibiting the imposition of an individual income tax, including a tax on an individual's net worth."</p> <p>Propuesta Núm. 4 "Enmienda constitucional que prohíbe la imposición de un impuesto sobre la renta individual, incluido un impuesto sobre los ingresos de una persona participante en una sociedad o en una asociación no incorporada."</p> <p>○ For (A Favor) (51) ● Against (En Contra) (52)</p>
<p>Proposition 2 "The constitutional amendment providing for the issuance of additional general obligation bonds by the Texas Water Development Board in an amount not to exceed \$200 million to provide for the development of certain projects in economically distressed areas."</p> <p>Propuesta Núm. 2 "Enmienda constitucional que prevé la emisión adicional de bonos de obligación general por parte de la Junta de Desarrollo de Recursos Hídricos de Texas por un monto que no excede los \$200 millones, para brindar asistencia financiera para el desarrollo de ciertos proyectos en áreas con dificultades económicas."</p> <p>● For (A Favor) (43) ○ Against (En Contra) (44)</p>	<p>Proposition 5 "The constitutional amendment dedicating the revenue received from the existing state sales and use taxes that are imposed on sporting goods to the Texas Parks and Wildlife Department and the Texas Historical Commission to protect Texas natural areas, water quality, and history by acquiring, managing, and improving state and local parks and historic sites while not increasing the rate of the state sales and use taxes."</p> <p>Propuesta Núm. 5 "Enmienda constitucional que asigna los ingresos derivados de los actuales impuestos estatales sobre la venta y el uso aplicados a los artículos deportivos, al Departamento de Parques y Vida Silvestre de Texas y a la Comisión Histórica de Texas para proteger las áreas naturales, la calidad del agua y la historia de Texas mediante la adquisición, gestión y mejoramiento de los parques y sitios históricos estatales y locales, sin aumentar la tasa impositiva sobre la venta y el uso."</p> <p>● For (A Favor) (55) ○ Against (En Contra) (56)</p>

Precinct 112 853 Type 01 Sep 0116 Sep 01
V04000596

- Examples of ballot by mail envelopes and ballot. Voter must surrender the carrier envelope OR the mail out envelope AND the ballot in order to cast their vote, in person, at your Vote Center.
- If voter does not have any of the documents mentioned above, you must offer him/her to cast a provisional ballot.

BALLOT BY MAIL CANCELLATION



Note: The “Request to Cancel Application for Ballot by Mail” and all surrendered ballots must be returned in this envelope.

Complete with
voter's name,
election name
and election date

Complete with
voter's name,
precinct were
registered, VUID,
election date and
your signature

6-7
Prescribed by Secretary of State
Sections 63.011, 66.026, 84.032, 84.038, 85.071 Texas Election Code
09/2023

REQUEST TO CANCEL BALLOT BY MAIL FOR USE IN THE POLLING PLACE

84.032 (b)	I, <u>John Voter</u> , a qualified voter for the <u>Uniform & Special</u> (printed name of voter) (name of election) Election to be held on <u>11</u> / <u>04</u> / <u>2025</u> request that my Application for Ballot by (month) (day) (year) Mail or Federal Post Card Application be cancelled. <u>1092345467</u> VUID (required)
This Section Must Be Completed by Every Voter	<u>John Voter</u> Signature of Voter

To be Completed at an Early Voting or Election Day Polling Place

64.032 (d)	Statement: I am surrendering my ballot by mail, presenting a Notice of Improper Delivery or presenting a Notice of Surrendered Ballot to an election officer at the polling place. I hereby request that my Application for a Ballot by Mail or Federal Post Card Application be cancelled for this election.
Voter Has Mail Ballot, Notice of Improper Delivery or Notice of Surrendered Ballot	<u>John Voter</u> Signature of Voter

Have Voter Sign

63.011 (a-1)	Statement: I do not have possession of my mailed ballot or a Notice of Improper Delivery or a Notice of Surrendered Ballot at the time I offered to vote. I wish to cancel my Application for a Ballot by Mail or Federal Post Card Application and vote in person. I understand that I will be given a Provisional Ballot.
Voter Does Not Have Mail Ballot, Notice of Improper Delivery or Notice of Surrendered Ballot	_____ Signature of Voter

This section to be completed by Election Official.

Name of Voter John Voter VUID Number 109234567
(Name of Voter) (Required)

Registered Precinct Number 110-1
(Day)

Sworn and subscribed before me, this 4TH day of Nov, 20 25.
(Month) (Year)

Melissa Rosales Melissa Rosales
Signature of Election Official Witnessing Affidavit Printed Name of Election Official Witnessing Affidavit

Instructions for Deputy Early Voting Clerk or Election Judge:

Top Box to be Completed by Election Official and Voter

- Complete the top box labeled, "This Section Must Be Completed by Every Voter."
Include all the required information:
 - Printed name of voter as it appears on the List of Registered Voters
 - Name of Election
 - Date of Election
 - VUID number as it appears on the List of Registered Voters
- Direct the voter to sign the top box on the "Signature of Voter" Line.
- Ensure that all information is complete including the required VUID number.

Instructions for Completion of Affidavit by Voter

- Determine which affidavit the voter should complete.
- If **voter has possession** of the mailed ballot, Notice of Improper Delivery or a Notice of Surrendered Ballot, ensure that the voter signs the affidavit labeled "Voter Has Mail Ballot, Notice of Improper Delivery or Notice of Surrendered Ballot." [84.032(d)]
 - After the voter signs the affidavit and surrenders the mailed ballot, Notice of Improper Delivery or Notice of Surrendered Ballot, the voter is entitled to receive a regular ballot.
 - If the voter surrenders an official ballot, record the date, name of the voter and the serial number of the surrendered ballot on the Register of Surrendered Ballots. Attach this cancellation request to the official ballot and place it in the designated envelope.
- If the voter **does not have possession** of the mailed ballot, Notice of Improper Delivery or the Notice of Surrendered Ballot, the voter must sign the affidavit in the box labeled, "Voter Does Not Have Mail Ballot, Notice of Improper Delivery or Notice of Surrendered Ballot." [63.011(a-1)]
 - Once the voter signs the affidavit, he or she may only be given a Provisional Ballot.
 - Please ensure that the voter completes all the necessary information on the Affidavit of Provisional Voter before issuing the Provisional Ballot.

All information must be completed so that the appropriate voter's Application for Ballot by Mail or Federal Post Card Application can be cancelled.

Pursuant to Texas Election Code, Sections 66.026, 66.051(b), 84.032(d-1) and 85.071:

- Note: The Register of Surrendered Ballot form must be returned to the Early Voting Clerk inside of Envelope #4.

Printed Name of Early Voting Clerk/Deputy Early Voting Clerk in Early Voting
or Presiding Judge on Election Day

NOTICE OF IMPROPER DELIVERY

Texas Election Code, [84.033\(c\)](#)

- If this notice is presented at your Vote Center, voter must surrender notice.
- Before processing the voter call the Elections Department at (915) 273-3597 for further instructions.
- You must place the notice inside the *Envelope for Requests and Canceled Ballots*.

NOTICE OF IMPROPER DELIVERY

Name of Voter Jorge Ramos VUID Number 1095673213
Precinct Number 110

This is to serve as notice that your ballot for the Uniform & Special Election was received by the early voting clerk. It has been determined that your ballot was returned in violation of the Election Code, and your ballot voted by mail will not be counted.

Check Reason:

1. X Your ballot was not returned in the official carrier envelope.
2. _____ Your ballot was returned in the official carrier envelope but in another envelope containing more than one carrier envelope. If another envelope is used to return the carrier envelope, all persons who enclosed their carrier envelope in the same larger envelope, must be registered to vote at the same address. There was one or more carrier envelopes returned with your carrier envelope from persons not registered to vote at your address.
3. _____ It has been determined that your carrier envelope originated from the location indicated below. A carrier envelope may not be delivered by a common or contract carrier if the delivery originates from the address of one of the following:
 - _____ a) headquarters of a political party or candidate in the election
 - _____ b) candidate in the election unless that is your address
 - _____ c) specific or general purpose political committee involved in the election
 - _____ d) an entity that requested the election
4. _____ The common or contract carrier who delivered your carrier envelope did not provide a receipt for delivery or the receipt provided did not meet with requirements prescribed by state law.
5. _____ Your ballot was hand-delivered by someone other than you, the voter. Note that carrier envelopes may only be returned by mail, common or contract carrier, or by hand-delivery by the voter who voted the ballot.

You may vote during the remainder of the early voting period or at your regular election day polling place by presenting and surrendering this Notice to the presiding election officer at the early voting polling place or at your election day polling place.

If you have any questions regarding this matter, please call my office at (915) 273-3597.

Lisa Wise
Signature of Early Voting Clerk

11/04/2025
Date

Note to Polling Place Election Official: If a voter presents this Notice and offers to vote, the voter must surrender the Notice before being accepted for voting. If otherwise qualified, the voter may then vote a regular ballot at the polling place. You should write the word "Cancelled" on this Notice and return it in envelope #2 with other election records.

PROVISIONAL VOTER

(Handbook for Election Judges and Clerks, pages 104-111)

At all elections, the following individuals are eligible to receive a provisional ballot:

1. A voter who states he/she does not possess an acceptable form of photo ID, and that he/she can reasonably obtain an acceptable form of photo ID.
2. A voter who states that he or she does not possess an acceptable form of photo ID, and that he/she cannot otherwise reasonably obtain an acceptable form of photo ID but did not bring a form of supporting ID to the polling place.
3. A voter who states he/she possesses an acceptable form of photo ID but does not have it with him/her to present at the polling place. **NOTE:** The voter may opt to leave the polling place and return later with an acceptable form of ID and vote a regular ballot.
4. A voter who does not present an acceptable form of photo ID or follow the Reasonable Impediment Declaration procedure and has a religious objection to being photographed and the voter has consistently refused to be photographed for any governmental purpose from the time the voter has held this belief.

NOTE: A voter who does not possess and could otherwise not reasonably obtain an acceptable form of photo ID but just did not bring a supporting form of ID to the polling place may opt to leave the polling place and return at a later time with an acceptable form of supporting ID and vote a regular ballot after executing a Reasonable Impediment Declaration.



PROVISIONAL VOTER (CONTINUED)

At all elections, the following individuals are eligible to receive a provisional ballot:

5. A voter who does not present an acceptable form of photo ID or follow the Reasonable Impediment Declaration because of a natural disaster that was declared by the president of the United States or the Texas Governor, occurred not earlier than 45 days before the date the ballot was cast, and caused the destruction of or inability to access the voter's identification.
6. A voter whose name on the form of identification presented (an acceptable form of photo ID or, if applicable, a supporting form of identification with a Reasonable Impediment Declaration) is determined by the election officer not to exactly match or be substantially similar to the name as it appears on the list of registered voters.
7. A voter who presented a form of identification (an acceptable form of photo identification or, if applicable, a supporting form of identification with a Reasonable Impediment Declaration) but whose identity cannot be verified by the identification presented.

NOTE: If a voter is casting a provisional ballot due to reasons 1-7 above, the Election Judge must advise the voter that in order to have his or her provisional ballot accepted, the voter must present an acceptable form of photo ID to the voter registrar, or, if the voter does not possess and cannot reasonably obtain an acceptable form of photo ID, execute a Reasonable Impediment Declaration, and present a supporting form of ID to the voter registrar, or, if applicable, qualify for one of the exemptions (disability, natural disaster, or religious objection to being photographed) within 6 calendar days of Election Day).



PROVISIONAL PROCEDURE

- If the voter believes they are registered, the Presiding Judge or Alternate Judge must ask if the voter registered or updated their registration at DPS or during a voter registration drive.
- If voter did go to DPS or registered through a voter registration drive, the Election Judge must write the approximate date the voter completed the application on the “Affidavit of Provisional Voter.”
- In addition to asking about DPS or a voter registration drive, it is okay for the Election Judge to ask additional information about when/how the voter believes they have registered in order to complete the provisional process:
 - When did you mail in your card?
 - What was the name/and or location for which you registered through a Volunteer Deputy Registrar or voter registration drive?

All these questions help the voter! Remember to check or mark reason seven (7) on Affidavit of Provisional Voter.

JUDGES RESPONSIBILITIES

1. Have provisional material ready.
2. Make sure all Election Workers understand that they must offer a provisional to those who are eligible.
3. Be prepared to move provisional voters out of the main line and to the side for processing, direct provisional voters to designated provisional voting area.
4. Ensure voters know they have six days to cure their ballot.
5. Make sure to write the name of all provisional voters on the “List of Provisional Voters.” Note: You will need this list when completing the ‘Register of Official Ballots’ during closing procedures.
6. Be aware that if there is time, **they can leave and return with proper photo ID or supporting form of ID.**
7. Follow the instructions and fill out all forms completely. Provisional process instructions are available inside your binder.

NOT REGISTERED TO VOTE/DID NOT MEET REGISTRATION DEADLINE

All Provisional Voters must be checked-in on the E-Poll Book, for those voters that:

1. Did **not** meet the voter registration deadline; or
 2. Are **not** registered to vote.
- They will **not** come up on the E-Poll Book.
 - You will need to **call the Elections Department** in order those voters to be added to the E-Poll Book.

- **Step 1**: The first line of the provisional envelope is **completed by the Election Judge**.
- **Step 2**: The remainder of the front envelope must be **completed by the voter**.
- **Step 3**: This section is to be **completed by the Election Judge**.
- **Step 4**: This section is to be **completed by the Elections Department**.



<u>TO BE COMPLETED BY ELECTION JUDGE:</u>	<u>TO BE COMPLETED BY THE COUNTY VOTER REGISTRAR FOR STATUS:</u>
<p>VOTER PRESENTED ACCEPTABLE FORM OF IDENTIFICATION OR A SUPPORTING FORM OF IDENTIFICATION AND EXECUTED A REASONABLE IMPEDIMENT DECLARATION</p> <p style="text-align: center;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>REASON FOR VOTING PROVISIONALLY</p> <ol style="list-style-type: none"> 1. Failed to present acceptable form of photo identification, a supporting form of identification with an executed Reasonable Impediment Declaration, or voter registration certificate with exemption. 2. Voter not on list of registered voters. 3. Voter not on list, registered in another precinct. 4. Voter on list of people who voted early by mail, and voter has not surrendered mail ballot, presented a Notice of Improper Delivery, or presented Notice of Surrendered Ballot. 5. Voting after 7:00 p.m. due to court order. 6. Voter on list, but registered residence address is outside the political subdivision. 7. Registered at Department of Public Safety (DPS): When: Where: _____ Other: _____ (Please explain) <p>Sworn and subscribed to before me this date: _____</p> <p>Signature of Election Judge _____</p>	<p>I, the voter registrar/deputy registrar, did research the records of my office and the following conclusion(s) was made:</p> <p>FOR VOTERS WHO DID NOT PRESENT ACCEPTABLE PHOTO IDENTIFICATION AT THE POLLING PLACE</p> <ol style="list-style-type: none"> 1. Voter presented acceptable form of identification <u>OR</u> a supporting form of identification and executed a Reasonable Impediment Declaration within 6 calendar days of election day. 2. Voter met disability exemption within 6 calendar days of election day. 3. Voter executed religious objection affidavit within 6 calendar days of election day. 4. Voter executed natural disaster affidavit within 6 calendar days of election day. 5. Voter did not satisfy identification or affidavit requirements, listed in categories 1-4 above, within 6 calendar days of election day. <p>FOR VOTERS WHO VOTED PROVISIONALLY FOR OTHER REASONS</p> <ol style="list-style-type: none"> 6. Not a registered voter or registration not effective in time for this election. 7. Registered to vote, erroneously listed in wrong precinct. 8. Registered to vote in a different precinct within the county. 9. Information on file indicating applicant completed a voter registration application, but it was never received in the voter registrar's office. 10. Voter erroneously removed from the list. 11. Voter is not registered to vote in _____ political subdivision. 12. Other: _____ (Please explain) <p>Signature of Voter Registrar _____ Date _____</p>
<p>Action taken by the Early Voting Ballot Board: <input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED Signature of Ballot Board Judge: _____</p>	

<u>TO BE COMPLETED BY ELECTION JUDGE:</u>	<u>TO BE COMPLETED BY THE COUNTY VOTER REGISTRAR FOR STATUS:</u>
<p>VOTER PRESENTED ACCEPTABLE FORM OF IDENTIFICATION OR A SUPPORTING FORM OF IDENTIFICATION AND EXECUTED A REASONABLE IMPEDIMENT DECLARATION</p> <p style="text-align: center;"> <input type="checkbox"/> Yes <input type="checkbox"/> No </p> <p>REASON FOR VOTING PROVISIONALLY</p> <ol style="list-style-type: none"> 1. _____ Failed to present acceptable form of photo identification, a supporting form of identification with an executed Reasonable Impediment Declaration, or voter registration certificate with exemption. 2. _____ Voter not on list of registered voters. 3. _____ Voter not on list, registered in another precinct. 4. _____ Voter on list of people who voted by mail, and voter has not surrendered mail ballot, presented a Notice of Improper Delivery, or presented Notice of Surrendered Ballot. 5. _____ Voting after 7:00 p.m. due to court order. 6. _____ Voter on list, but registered residence address is outside the political subdivision. 7. _____ Registered at Department of Public Safety (DPS): When: <li style="padding-left: 20px;">Where: _____ (Please explain) 8. _____ Other: _____ <p>Sworn and subscribed to before me this date: _____</p> <p>_____ Signature of Election Judge</p>	<p>I, the voter registrar/deputy registrar, did research the records of my office and the following conclusion(s) was made:</p> <p>FOR VOTERS WHO DID NOT PRESENT ACCEPTABLE PHOTO IDENTIFICATION AT THE POLLING PLACE</p> <ol style="list-style-type: none"> 1. _____ Voter presented acceptable form of identification OR a supporting form of identification and declaration within 6 calendar days of election day. 2. _____ Voter met disability exception within 6 calendar days of election day. 3. _____ Voter executed religious exemption affidavit within 6 calendar days of election day. 4. _____ Voter executed naturalization affidavit within 6 calendar days of election day. 5. _____ Voter did not satisfy identification or affidavit requirements, listed in categories 1-4 above, within 6 calendar days of election day. <p>FOR VOTERS WHO VOTED PROVISIONALLY FOR OTHER REASONS</p> <ol style="list-style-type: none"> 6. _____ Not a registered voter who did not become effective in time for this election. 7. _____ Registered to vote, expiring, or expired in time in precinct. 8. _____ Registered to vote, expiring, or expired in the county. 9. _____ Information on file, and voter applied and completed a voter registration application, but it was never received in voter registration office. 10. _____ Voter erroneously removed from the voter list. 11. _____ Voter is not registered to vote in the _____ political subdivision. 12. _____ Other: _____ (Please explain) <p>_____ Signature of Voter Registrar</p> <p style="text-align: right;">_____ Date</p>
<p>Action taken by the Early Voting Ballot Board: <input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED Signature of Ballot Board Judge: _____</p>	

Step 1: The first line of the provisional envelope is completed by the Election Judge.

- Write the name of your Early Voting Location, the precinct number where voter is registered and the date of the election.

Step 2: The remainder of the front envelope must be completed by the voter.

- Please make sure that the voter writes legibly.
- Ensure the voter completes all the fields:
 - Name
 - Date of birth
 - Address
 - ID/Social Security (one or the other or both)
 - Citizenship question
 - Voter signature

AFFIDAVIT OF PROVISIONAL VOTER (CONTINUED)

STEP 1



STEP 2



S-E 9/2023
Prescribed By Secretary of State
Election Code Sec. 63.011

Type of Election / Tipo de Elección	Precinct Number/Polling Location where voted Núm. de Precinto-lugar de votación	Precinct Number where registered (if known) Núm. de Precinto-inscrito para votar (si se sabe)	Date of Election / Fecha de la Elección	Authority Conducting Election / Autoridad Administrando la Elección
Affidavit of Provisional Voter (Declaración Jurada de Votante Provisional) (Ballot number if using DRE)				
<small>TO BE COMPLETED BY VOTER: I am a registered voter of this political subdivision and in the precinct in which I'm attempting to vote and have not already voted in this election (either in person or by mail). I am a resident of this political subdivision, have not been finally convicted of a felony or if a felon, I have completed all of my punishment including any term of incarceration, parole, supervision, period of probation, or I have been pardoned. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I understand that giving false information under oath is a misdemeanor, and I understand that it is a felony of the 2nd degree to vote in an election for which I know I am not eligible unless I am convicted of an attempt, in which event it is a state jail felony. PARA QUE EL VOTANTE LO LLENE: Estoy inscrito como votante en esta subdivisión política y en el precinto en el cual estoy intentando votar y aún no he votado en esta elección (en persona o por correo). Soy residente de esta subdivisión política, no he sido definitivamente declarado culpable de un delito grave o si soy el autor de un delito grave, he cumplido toda mi condena inclusive el período de encarcelamiento, la libertad condicional, la libertad supervisada, la libertad vigilada, o he sido indultado. No me han determinado por un juicio final de una corte de la legislación de un testamento, ser totalmente incapacitado mentalmente o parcialmente incapacitado sin el derecho de votar. Entiendo que dar información falsa bajo juramento es un delito menor, y entiendo que es un delito grave de 2º grado votar en una elección para la que sé que no soy elegible, a menos que me condenen por un intento, en cuyo caso es un delito grave de cárcel estatal.)</small>				
<small>Last Name (include Suffix if any) / Apellido usual (incluír sufijo si lo hay)</small>		<small>First Name / Su nombre de pila</small>	<small>Middle Name (if any) / Segundo nombre (si tiene)</small>	<small>Former Name / Nombre anterior</small>
<small>Residence Address: Street Address and Apartment Number, City, State, and ZIP. If none, describe where you live (Do not include P.O. Box, Rural Rt. Or Business Address) Domicilio: calle y número de apartamento, Ciudad, Estado, y Código Postal. A falta de estos datos, describa la localidad de su residencia. (No incluya el apartado de correos, camino rural, ni dirección comercial.)</small>			<small>Gender: (Optional) / Sexo (Opcativo)</small> <input type="checkbox"/> Male (Hombre) <input type="checkbox"/> Female (Mujer)	
<small>Mailing Address: City, State, and ZIP. If mail cannot be delivered to your residence address. / Dirección postal: Ciudad, Estado y Código Postal (si es imposible entregarle correspondencia a su domicilio).</small>			<small>Date of Birth: Month, Day, Year / Fecha de nacimiento: mes, día, año</small> <input type="text"/> / <input type="text"/> / <input type="text"/>	
<small>TX Driver's License No. or TX Personal ID. No. (Issued by Dept. of Public Safety) (Número de su Licencia de Conducir de Texas o de su Cédula de Identidad de Texas expedida por el Departamento de Seguridad Pública de Texas.)</small> <input type="text"/>		<small>Social Security No. (last 4 digits required if you do not have a TX Driver's License or TX Personal ID. Number) / Número de Seguro Social. (Si no tiene Licencia de Conducir de Texas ni Cédula de Identidad Personal de Texas, se requiere los últimos 4 números de su seguro social.)</small> <input type="text"/>		
<small>Check appropriate box: ARE YOU A UNITED STATES CITIZEN? Marque el cuadro apropiado: Soy ciudadano/a de los Estados Unidos</small> Yes <input type="checkbox"/> No <input type="checkbox"/>		<small>Signature of Voter / Firma del votante</small> <input checked="" type="checkbox"/>		

TURN THE AFFIDAVIT OF PROVISIONAL VOTER AROUND

AFFIDAVIT OF PROVISIONAL VOTER (continued)

The image shows a form titled 'AFFIDAVIT OF PROVISIONAL VOTER (continued)'. A red circle highlights the left half of the form, which is titled 'TO BE COMPLETED BY ELECTION JUDGE'. The right half is titled 'TO BE COMPLETED BY THE COUNTY VOTER REGISTRAR FOR STATUS:'. The left section includes a checkbox for 'VOTER PRESENTED ACCEPTABLE FORM OF IDENTIFICATION OR A SUPPORTING FORM OF IDENTIFICATION AND EXECUTED A REASONABLE IMPEDIMENT DECLARATION', a 'REASON FOR VOTING PROVISIONALLY' section with 8 numbered items, a date field for 'Sworn and subscribed to before me this date:', and a signature line for the 'Signature of Election Judge'. The right section includes a statement 'I, the voter registrar/deputy registrar, did research the records of my office and the following conclusion(s) was made:', a section for 'FOR VOTERS WHO DID NOT PRESENT ACCEPTABLE PHOTO IDENTIFICATION AT THE POLLING PLACE' with 5 numbered items, a section for 'FOR VOTERS WHO VOTED PROVISIONALLY FOR OTHER REASONS' with 7 numbered items, a date field for 'Date', and a signature line for the 'Signature of Voter Registrar'. At the bottom, there is a section for 'Action taken by the Early Voting Ballot Board' with checkboxes for 'ACCEPTED' and 'REJECTED', and a signature line for the 'Signature of Ballot Board Judge'.

TO BE COMPLETED BY ELECTION JUDGE:

VOTER PRESENTED ACCEPTABLE FORM OF IDENTIFICATION OR A SUPPORTING FORM OF IDENTIFICATION AND EXECUTED A REASONABLE IMPEDIMENT DECLARATION: ☐ Yes ☐ No

REASON FOR VOTING PROVISIONALLY

1. _____ Failed to present acceptable form of photo identification, a supporting form of identification with an executed Reasonable Impediment Declaration, or voter registration certificate with exemption.
2. _____ Voter not on list of registered voters.
3. _____ Voter not on list, registered in another precinct.
4. _____ Voter on list of people who voted early by mail, and voter has not surrendered ballot and presented a Notice of Improper Delivery, or presented Notice of Suspended Ballot.
5. _____ Voting after 7:00 p.m. due to court order.
6. _____ Voter on list, but registered residence address is outside the _____ political subdivision.
7. _____ Registered at Department of Public Safety (DPS): When: _____ Where: _____
8. _____ Other: _____ (Please explain)

Sworn and subscribed to before me this date: _____

Signature of Election Judge: _____

Action taken by the Early Voting Ballot Board: ☐ ACCEPTED ☐ REJECTED

TO BE COMPLETED BY THE COUNTY VOTER REGISTRAR FOR STATUS:

I, the voter registrar/deputy registrar, did research the records of my office and the following conclusion(s) was made:

FOR VOTERS WHO DID NOT PRESENT ACCEPTABLE PHOTO IDENTIFICATION AT THE POLLING PLACE

1. _____ Voter presented acceptable form of identification OR a supporting form of identification and executed a Reasonable Impediment Declaration within 6 calendar days of election day.
2. _____ Voter met disability exemption within 6 calendar days of election day.
3. _____ Voter executed religious objection affidavit within 6 calendar days of election day.
4. _____ Voter executed natural disaster affidavit within 6 calendar days of election day.
5. _____ Voter did not satisfy identification or affidavit requirements, listed in categories 1-4 above, within 6 calendar days of election day.

FOR VOTERS WHO VOTED PROVISIONALLY FOR OTHER REASONS

6. _____ Not a registered voter or registration not effective in time for this election.
7. _____ Registered to vote, erroneously listed in wrong precinct.
8. _____ Registered to vote in a different precinct within the county.
9. _____ Information on file indicating applicant completed a voter registration application, but it was never received in the voter registrar's office.
10. _____ Voter erroneously removed from the list.
11. _____ Voter is not registered to vote in _____ political subdivision.
12. _____ Other: _____ (Please explain)

Signature of Voter Registrar: _____ Date: _____

Signature of Ballot Board Judge: _____

Step 3: This section is to be completed by the Election Judge.

- Check or mark if the voter presented an acceptable form of Photo ID or a supporting form of ID and executed a Reasonable Impediment Declaration.
- Check or mark the reason why the voter is voting provisionally.
- Write the date of when the affidavit was completed.
- Sign the bottom of the envelope.

After this you are done!

AFFIDAVIT OF PROVISIONAL VOTER (continued)

TO BE COMPLETED BY ELECTION JUDGE:	TO BE COMPLETED BY THE COUNTY VOTER REGISTRAR FOR STATUS:
<p>VOTER PRESENTED ACCEPTABLE FORM OF IDENTIFICATION OR A SUPPORTING FORM OF IDENTIFICATION AND EXECUTED A REASONABLE IMPEDIMENT DECLARATION</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>REASON FOR VOTING PROVISIONALLY</p> <p>1. _____ Failed to present acceptable form of photo identification, a supporting form of identification with an executed Reasonable Impediment Declaration, or voter registration certificate with exemption.</p> <p>2. _____ Voter not on list of registered voters.</p> <p>3. _____ Voter not on list, registered in another precinct.</p> <p>4. _____ Voter on list of people who voted early by mail, and voter has not surrendered mail ballot, presented a Notice of Improper Delivery, or presented Notice of Surrendered Ballot.</p> <p>5. _____ Voting after 7:00 p.m. due to court order.</p> <p>6. _____ Voter on list, but registered residence address is outside the _____ political subdivision.</p> <p>7. _____ Registered at Department of Public Safety (DPS): When: _____ Where: _____</p> <p>8. _____ Other: _____ (Please explain)</p> <p>Sworn and subscribed to before me this date: _____</p> <p>Signature of Election Judge _____</p>	<p>I, the voter registrar/deputy registrar, did research the records of my office and the following conclusion(s) was made:</p> <p>FOR VOTERS WHO DID NOT PRESENT ACCEPTABLE PHOTO IDENTIFICATION AT THE POLLING PLACE</p> <p>1. _____ Voter presented acceptable form of identification OR a supporting form of identification and executed a Reasonable Impediment Declaration within 6 calendar days of election day.</p> <p>2. _____ Voter met disability exemption within 6 calendar days of election day.</p> <p>3. _____ Voter executed religious objection affidavit within 6 calendar days of election day.</p> <p>4. _____ Voter executed natural disaster affidavit within 6 calendar days of election day.</p> <p>5. _____ Voter did not satisfy identification or affidavit requirements, listed in categories 1-4 above, within 6 calendar days of election day.</p> <p>FOR VOTERS WHO VOTED PROVISIONALLY FOR OTHER REASONS</p> <p>6. _____ Not a registered voter or registration not in time in name on this election.</p> <p>7. _____ Registered to vote erroneously listed in wrong precinct.</p> <p>8. _____ Registered to vote in a different precinct within the county.</p> <p>9. _____ Information on file indicating applicant completed a voter registration application, but it was never received in the voter registrar's office.</p> <p>10. _____ Voter erroneously removed from the list.</p> <p>11. _____ Voter is not registered to vote in _____ political subdivision.</p> <p>12. _____ Other: _____ (Please explain)</p> <p>Signature of Voter Registrar _____ Date _____</p>
<p>Action taken by the Early Voting Ballot Board: <input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED</p> <p>Signature of Ballot Board Judge: _____</p>	

Step 4: This section is to be completed by the Elections Department after the election. DO NOT COMPLETE at your voting place!

VOTER HAS A REASONABLE IMPEDIMENT BUT DID NOT BRING THE SUPPORTING FORM TO THE VOTING PLACE

- If the voter states that they **DO NOT** possess an acceptable form of photo ID, and the voter would otherwise not be able to reasonably obtain an acceptable form of photo ID but has not brought a supporting form of ID to the voting place, the voter should be offered a provisional ballot.
- The voter may “cure” their ballot by appearing at the County Voter Registrar’s Office within 6 calendar days of Election Day and presenting an acceptable supporting form of ID and completing a Reasonable Impediment Declaration.

Note: The Election Worker should explain that the voter may also opt to leave the voting place and return later with their acceptable form of supporting ID and vote a regular ballot after executing a Reasonable Impediment Declaration at the time.

NOTICE TO PHOTO ID PROVISIONAL VOTER

Texas Election Code, Section [63.001\(g\)](#)

- Only for acceptable ID (photo ID/supporting form) voters who voted provisional.
- Once “Notice of Provisional Voter” is completed by either Election Judge, inform voter to present himself/herself to the Elections Department within six (6) days from Election Day with acceptable form of ID in order to have provisional ballot counted.
- Provide voter with map which will offer directions to the El Paso County Elections Department.

SEE NEXT SLIDE FOR EXAMPLE

NOTICE TO PROVISIONAL VOTER

(ONLY For provisional voter that did not (1) present an acceptable form of photo ID and (2) complete a reasonable impediment declaration)

A determination whether your ballot will be counted will be made by the early voting ballot board after the election. A notice will be mailed to you within 30 days of the election at the address you provided on your affidavit to vote a provisional ballot indicating either (1) that your ballot was counted or (2) if it was not counted, the reason your ballot was not counted.

If you are voting in the correct precinct, **in order to have your provisional ballot accepted**, you will be required to visit your local county voter registrar's office (information below) within **six days of the date of the election** to either present one of the below forms of photo ID OR if you do not possess and cannot reasonably obtain one of the below forms of photo ID, execute a Reasonable Impediment Declaration and present one of the below forms of supporting ID OR submit one of the temporary forms addressed below (e.g., religious objection or natural disaster exemption) in the presence of the county voter registrar OR submit the paperwork required to obtain a permanent disability exemption. The process can be expedited by taking this notice with you to the county voter registrar at the time you present your acceptable form of photo identification (or if you do not possess and cannot reasonably obtain one of the below acceptable forms of photo ID, execute your Reasonable Impediment Declaration and present one of the below forms of supporting ID, or execute your temporary affidavit or provide your paperwork for your permanent exemption); however, taking this notice is not a requirement.

Voter must appear before Voter Registrar by:

November 10, 2025

Date

Acceptable Forms of Photo Identification

- Texas Driver's License issued by the Department of Public Safety (DPS)
- Texas Election Identification Certificate issued by DPS*
- Texas Personal Identification Card issued by DPS.
- Texas Handgun License issued by DPS.
- United States Military Identification Card containing the person's photograph.
- United States Citizenship Certificate containing the person's photograph; or
- United States Passport (book or card).

With the exception of the U.S. citizenship certificate, the identification must be **current** or, for voters aged 18-69 years, have expired no more than 4 years before being presented for voters' qualification at the polling place. A person 70 years of age or older may use a form of identification listed above that has expired if the identification is otherwise valid.

Reasonable Impediment Declaration: If you do not possess one of the forms of acceptable photo identification listed above, and cannot reasonably obtain such identification, you may execute a Reasonable Impediment Declaration and present a copy or original of one of the following supporting documents: (1) a government document that shows your name and an address, including your voter registration certificate; (2) current utility bill; (3) bank statement; (4) government check; (5) paycheck; or (6) (a) a certified domestic (from a U.S. state or territory) birth certificate or (b) a document confirming birth admissible in a court of law which establishes your identity (which may include a foreign birth document).

The address on an acceptable photo identification or a supporting document does not have to match your address on the list of registered voters.

PERMANENT EXEMPTION

During the cure period, voters with a disability may apply with the county voter registrar for a **permanent exemption** to present an acceptable photo identification or following the Reasonable Impediment Declaration procedure in the county. The application must contain written documentation from either the U.S. Social Security Administration evidencing the applicant's disability, or from the U.S. Department of Veterans Affairs evidencing a disability rating of at least 50 percent. The applicant must also state that he/she does not have a form of identification prescribed by Section 63.0101 of the Texas Election Code. Those who obtain a disability exemption will be allowed to vote upon display of their voter registration certificate reflecting exemption.

TEMPORARY EXEMPTION

During the cure period, a voter may apply for a temporary exemption at the county voter registrar's office for voters who have a consistent religious objection to being photographed OR who do not present an acceptable form of photo identification listed above or follow the Reasonable Impediment Declaration procedure because of certain natural disasters as declared by the President of the United States or the Texas Governor.

El Paso County Voter Registrar's Office:

Judge, you must complete this section (voter's name, VUID # AND Vote Center)

Completed by Polling Place Official:

Voter's Last Name: Smith
Voter's First Name: Martha
VUID #: 1091045789
Precinct No. Hanks Middle School

PROVISIONAL-PHOTO ID VOTERS ONLY**Directions to Present Photo ID:****Enrique Moreno County Courthouse:**

**500 E San Antonio Ave., Suite 314
El Paso, Texas 79901**

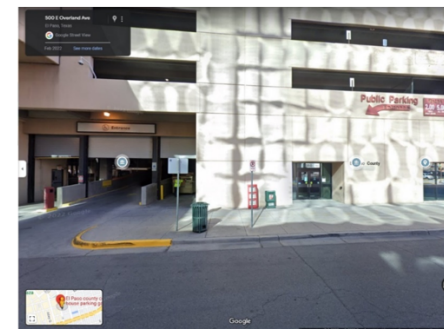
**Parking Available: Located behind the County Courthouse.**

**500 E Overland Ave.
El Paso, Texas 79901**

Directions:

1. From I-10 Exit on Downtown Exit
2. Turn south on Kansas St.
3. Proceed South, turn East on Overland Ave.
4. Enter County Parking Garage

When you get off your vehicle proceed to the third floor in the parking garage.



You will then enter the courthouse, you will pass county security, then keep walking straight walk towards the elevators and pass the elevators towards the atrium. Our office will be located on the right side, Suite 314.

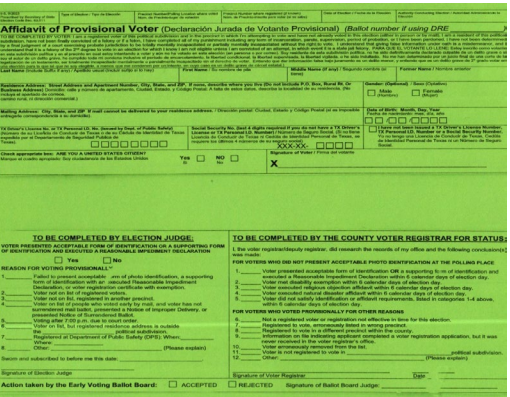
Should you have any questions call our office at (915)546-2154.

Our hours of operation are Monday through Friday 8:00 am – 4:45 pm.


Excluding Holidays.

For more information visit our website at www.epcountyvotes.com.

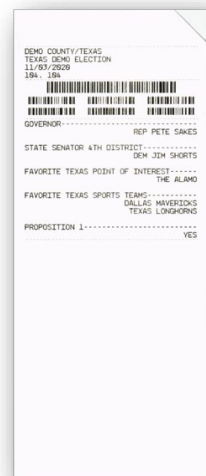
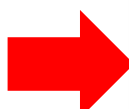
PROVISIONAL PROCESS



This is a green form titled "Affidavit of Provisional Voter (Declaración Jurada de Votante Provisional)". It contains various fields for personal information, including name, address, and date of birth. There are checkboxes for "I am a U.S. citizen" and "I am a resident of Texas". At the bottom, there are sections for "TO BE COMPLETED BY ELECTION JUDGE" and "TO BE COMPLETED BY THE COUNTY VOTER REGISTRAR FOR STATUS".



This is a white form titled "LIST OF PROVISIONAL VOTERS". It contains a table with columns for "Name of Provisional Voter", "Address", "City", "County", "Precinct", and "Status". There are handwritten entries in the table, including "John Doe" and "Jane Smith". At the bottom, there is a section for "Signature of Ballot Board Judge".



This is a white card titled "DEMO COUNTY/TEXAS TEXAS DEMO ELECTION 11-03-2020". It contains a barcode and the name "REP. PETE SAINES". Below this, there are checkboxes for "STATE SENATOR 4TH DISTRICT" and "FAVORITE TEXAS POINT OF INTEREST".

Voter receives Activation Card and marks selections on ExpressVote machine of their choice

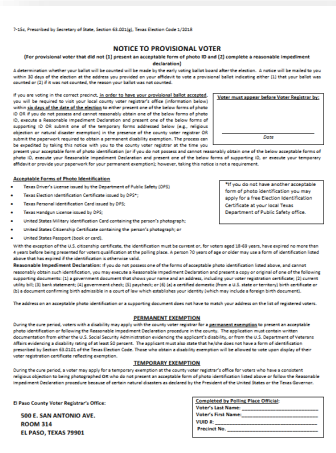


Green Affidavit of Provisional Voter (Voter completes required fields and returns to Judge for final completion)

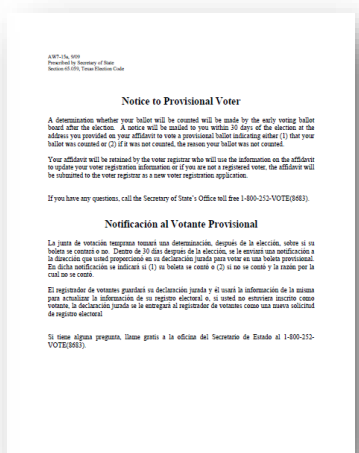
Poll Pad Check-in (Provisional)

Activation Card

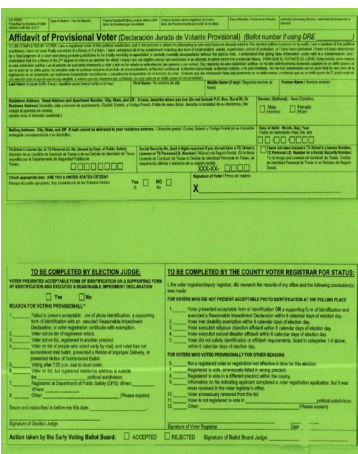
List of Provisional Voters



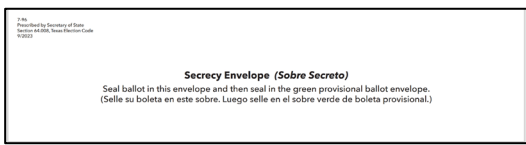
This is a white form titled "NOTICE TO PROVISIONAL VOTER". It contains information about the voter's status and the requirements for voting. It includes a section for "If you are voting in the correct precinct" and "If you are not voting in the correct precinct".



This is a white form titled "Notificación al Votante Provisional". It contains information about the voter's status and the requirements for voting. It includes a section for "Si usted está votando en el distrito correcto" and "Si usted no está votando en el distrito correcto".



This is a green form titled "Affidavit of Provisional Voter (Declaración Jurada de Votante Provisional)". It contains various fields for personal information, including name, address, and date of birth. There are checkboxes for "I am a U.S. citizen" and "I am a resident of Texas". At the bottom, there are sections for "TO BE COMPLETED BY ELECTION JUDGE" and "TO BE COMPLETED BY THE COUNTY VOTER REGISTRAR FOR STATUS".



This is a white envelope with a black border. It has a section for "Secrecy Envelope (Sobre Secreto)" and a section for "Seal ballot in this envelope and then seal in the green provisional ballot envelope".

Secrecy Envelope
Voter inserts their Activation Card in Secrecy Envelope and seals

Notice to Provisional Voter ONLY FOR PHOTO ID Voter

Notificación al Votante Provisional

Provisional Ballot Bag

Green Affidavit of Provisional Voter (Judge returns to voter, voter inserts Secrecy Envelope inside affidavit and seals)

RECAP OF THE PROVISIONAL PROCESS

Instruct the voter to complete entire top portion of the **GREEN AFFIDAVIT OF PROVISIONAL VOTER** below the election information. They can do this in a designated private area so voters can continue to be qualified. When they are finished, instruct them to return to Judge.

- Once returned to Judge, proceed to “qualify” voter on Poll Pad.
- Once activation card is printed, direct voter to an ExpressVote machine of their choice to make their selections.
- While voter is making their selections, you must complete the top of the **GREEN AFFIDAVIT OF PROVISIONAL VOTER** above the voter section, including the “Type of Election” and “Polling Location” as well as “Date of Election”, etc.
 - Examples of types of elections include “Joint Election”, “Primary Election”. The “Authority Conducting Election” is Lisa Wise.
 - Remember to review the voter section, ensure the information is complete and legible. Confirm the voter has signed the affidavit.
- Using the information on the poll pad or by calling the Elections Office, please provide the Precinct where the voter is registered. Put this information on the Affidavit of Provisional Voter form.
- Select the reason the voter is voting provisionally. If reasons 1-7 is chosen, and you wish to add more information, use reason #8 to add more details.
- The Judge **MUST** sign and date the form. If the Judge does not do this, they will be asked to come into the office to do this after the election to properly complete the form.
- Please fill out all the required fields in the voter and judge sections and ensure both the judge and voter signs.
- Once voter makes their selections and activation card has printed, they need to find the Judge in order to receive their **GREEN AFFIDAVIT OF PROVISIONAL VOTER**, and **WHITE SECRECY ENVELOPE**.
- Voter inserts **ACTIVATION CARD** in **WHITE SECRECY ENVELOPE**.
- Voter inserts **WHITE SECRECY ENVELOPE** inside **GREEN AFFIDAVIT OF PROVISIONAL VOTER** and seals it.
- Voter hands sealed envelope to Judge, who then places it inside **PROVISIONAL BAG**
- Make sure voter’s name has been added to **LIST OF PROVISIONAL VOTERS** form, which you will find in **PROVISIONAL BAG**.
- Before leaving, **EVERY** provisional voter must be given one of the two different Notices to Provisional Voter forms, depending on reason why they voted a Provisional Ballot.

RESERVED FOR CURBSIDE VOTING

RESERVADO PARA LA VOTACIÓN
EN LA ACERA

CALL OR TEXT TO REQUEST ASSISTANCE
FROM AN ELECTION OFFICER AT THE
POLLING PLACE.

LLAME O ENVÍE UN MENSAJE DE TEXTO PARA
SOLICITAR ASISTENCIA DE UN FUNCIONARIO
ELECTORAL EN EL LUGAR DE VOTACIÓN.

(915) 974-5323

ONLY available for voters who are physically unable to enter the polling place without personal assistance or likelihood of injuring the voter's health.

Electioneering or loitering is prohibited within 20 feet of this curbside voting space. An electioneering or loitering violation is a Class C Misdemeanor.

SOLO disponible para votantes que no pueden físicamente entrar al lugar de votación sin asistencia personal o probabilidad de afectar su salud.

Está prohibido hacer campaña electoral o merodear a menos de 20 pies de este espacio de votación en la acera. Una infracción por hacer campaña electoral o merodear constituye un delito menor de Clase C.

WHAT IS CURBSIDE VOTING?

If a voter is physically unable to enter the voting place without assistance or likelihood of injury to his or her health, one Election Worker may deliver a ballot to the voter at the entrance or curb of the Vote Center (Texas Election Code, [64.009\(a\)](#)).

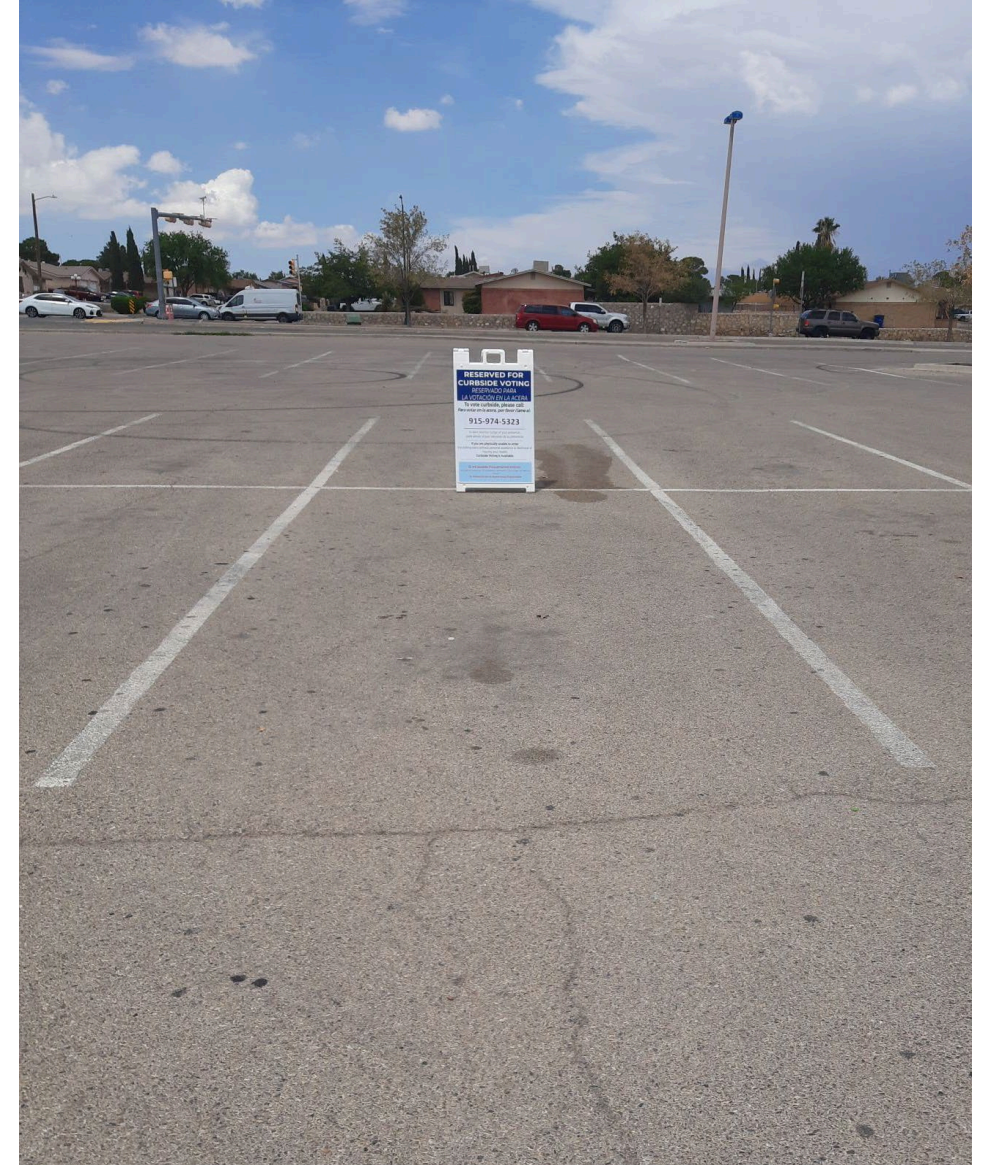
- The voter must be qualified by the Election Worker before the voter can receive the ballot (Texas Election Code, Section [64.009\(b\) and \(c\)](#)).
- If the voter is not only physically unable to enter the voting place, but is also eligible for voter assistance in marking his/her ballot:
 - Two Election Workers may assist the voter (Texas Election Code, Section [64.032\(a\)](#)) or;
 - The voter may be given assistance by a person of the voter's choice, other than the voter's employer or agent of that employer (Texas Election Code, [64.032\(c\)](#); 42 U.S.C.A. 1973aa-6).

You will receive **one A-Frame sign** for your Vote Center.

NOTE - NEW LAW: SB 477 (2023, R.S.) amended Section 64.009 of the Code, effective June 18, 2023, requires for a polling place to designate a space for curbside voting. **DO NOT PLACE THE A-FRAME IN AN ADA/ACCESSIBLE PARKING SPACE.** Also, the new law states that a voter requesting curbside voting "may call or text to request assistance." The cell phone number displayed on the sign will be answered by an Elections Department staff member that will call your location to provide you with the voter (s) information and vehicle information.

CURBSIDE VOTER

- **You may not question or challenge the voter for voting curbside!**
- Curbside voters will be checked-in on the E-Poll Book.
- Curbside voters will now receive an activation card during the check-in process.
- Voter will vote on the Curbside ExpressVote machine.
- If curbside voter is a provisional voter (not registered to vote, does not have an acceptable form of ID, does not have their mailed ballot) you must provide voter with activation card, secrecy envelope and the Affidavit of Provisional Voter. Deposit the sealed affidavit (containing voted ballot) inside the Provisional Bag.
- Remember, should any questions arise call the Elections Department first!



CURBSIDE VOTER STATEMENT

Form 7-66
Prescribed by Secretary of State
Section 64.009 Texas Election Code
09/2025

Type of Election Uniform & Special	Polling Location Marty Robbins
Date of Election 11/04/2025	Authority Conducting Election Lisa Wise

CURBSIDE VOTER STATEMENT (DECLARACIÓN DE LOS VOTANTES QUE VOTAN DESDE LA ACERA)

Oath: “I swear (or affirm) under penalty of perjury that I am physically unable to enter the polling place without personal assistance or likelihood of injuring my health, or I am requesting a reasonable accommodation under Section 1.022, Election Code. Therefore, I am requesting to vote outside the polling location.” **(Juramento:** “Juro (o afirmo) bajo pena de perjurio que soy físicamente incapaz de entrar al lugar de votación sin asistencia personal o con riesgo de afectar mi salud, o que solicito una adaptación razonable en virtud bajo la Sección 1.022 del Código Electoral. Por lo tanto, solicito votar fuera del lugar de votación”).

Printed Name of Voter (Nombre impreso del votante) John Montgomery	Printed Name of Voter (Nombre impreso del votante)
Signature of Voter (Firma del Votante) John Montgomery	Signature of Voter (Firma del Votante)
Printed Name of Voter (Nombre impreso del votante)	Printed Name of Voter (Nombre impreso del votante)
Signature of Voter (Firma del Votante)	Signature of Voter (Firma del Votante)

The above oaths were sworn and subscribed to before me this 20 day of October, 2025.
Los juramentos anteriores fueron jurados y suscritos ante mí en la fecha arriba.

*Witness Information only required if voter is unable to sign.
See back for instructions. (La información del testigo solo es necesaria si el votante no puede firmar. Consulte las instrucciones en el reverso.)

Brenda Negrete
Signature of Election Officer

Brenda Negrete
Printed Name of Election Officer

Before an Election Officer may deliver a ballot to a voter, the voter must complete and sign this form, provided by the Election Officer, that contains the following statement “I swear (or affirm) under penalty of perjury that I am physically unable to enter the polling place without personal assistance or likelihood of injuring my health, or I am requesting a reasonable accommodation under Texas Election Code, Section [1.022](#). Therefore, I am requesting to vote outside the polling location.”

INFORMATION OF PERSON WHO PROVIDED TRANSPORTATION TO A TOTAL OF SEVEN OR MORE CURBSIDE VOTERS DURING EARLY VOTING AND ELECTION DAY

7-65
Prescribed by Secretary of State
Sections 64.009, 64.034, Texas Election Code
9/2025

Type of Election Uniform & Special	Polling Location Fire Station #15
Date of Election 11/04/2025	Authority Conducting Election Lisa Wise

INFORMATION OF PERSON WHO PROVIDED TRANSPORTATION
TO A TOTAL OF SEVEN OR MORE CURBSIDE VOTERS DURING EARLY VOTING AND ELECTION DAY/ INFORMACIÓN DE LA PERSONA
QUE PROPORCIONÓ EL TRANSPORTE A UN TOTAL DE SIETE O MÁS VOTANTES EN LA ACERA DURANTE LA VOTACIÓN ADELANTADA
Y EL DÍA DE LAS ELECCIONES

Signature of Person that Provided Transportation <i>Firma de la persona que proporcionó el transporte</i>	Printed Name of Person that Provided Transportation <i>Nombre en letra de molde de la persona que proporcionó el transporte</i>	Address of Person that Provided Transportation <i>Dirección de la persona que proporcionó el transporte</i>	Did the person who provided transportation function as an assistant to the voter under Chapter 64, Subchapter B in addition to providing transportation to the polling place? <i>¿La persona que proporcionó el transporte actuó como asistente del votante en virtud del Capítulo 64, Subcapítulo B, además de proporcionar transporte al lugar de votación?</i>	
Luis Robles	Luis Robles	123 Main St., El Paso, TX 79901	Yes/Sí	No/No
			Yes/Sí	No/No
			Yes/Sí	No/No
			Yes/Sí	No/No
			Yes/Sí	No/No
			Yes/Sí	No/No
			Yes/Sí	No/No
			Yes/Sí	No/No
			Yes/Sí	No/No

Instructions:
A person that provides transportation to 7 or more curbside voters to the polling place during early voting and on election day must complete and sign this form.
If the person that provided transportation also assists the voter, the person must repeat the Oath of Assistance aloud and sign it prior to rendering assistance.
If the person that provided transportation translates for the voter, the person must repeat the Oath of Interpreter aloud and sign it prior to translating.
A person commits a Class A Misdemeanor if the person intentionally fails to complete this form.

RETURN IN ENVELOPE #2

- Complete only if a person provided transportation to a total of 7 or more curbside voters during Early Voting and Election Day.
- **Does NOT** apply if the person assisting is related to each voter within the second degree by affinity (marriage) or the third degree by consanguinity (blood).
- If complete, return inside Envelope #2.

RENDERING ASSISTANCE TO A VOTER

Voters who are eligible for assistance:

- Any voter who is physically unable to mark his or her ballot (Texas Election Code, Section [64.031](#); 42 U.S.C.A., 1973aa-6);
- Any voter who cannot read the languages on the ballot (Texas Election Code, Section [64.031](#); 42 U.S.C.A., 1973aa-6).

Definitions of assistance (Texas Election Code, Section [64.0321](#)):

- Reading the ballot to the voter
- Directing the voter to read the ballot
- Marking the voter's ballot as directed by the voter
- Directing the voter to mark the ballot

The person who is to provide assistance must first take an Oath of Assistance administered by one Election Worker (Texas Election Code, Section [64.034](#)).

Type of Election Uniform & Special	Polling Location Fire Station #16
Date of Election 11/04/2025	Authority Conducting Election Lisa Wise

OATH OF ASSISTANCE

Oath of Person Assisting Voter: "I swear (or affirm) under penalty of perjury that the voter I am assisting represented to me they are eligible to receive assistance; I will not suggest, by word, sign, or gesture, how the voter should vote; I will prepare the voter's ballot as the voter directs; I did not pressure or coerce the voter into choosing me to provide assistance; I am not the voter's employer, an agent of the voter's employer, or an officer or agent of a labor union to which the voter belongs; I will not communicate information about how the voter has voted to another person; and I understand that if assistance is provided to a voter who is not eligible for assistance, the voter's ballot may not be counted." **Juramento de la Persona Asistiendo al Votante:** "Yo juro (o afirmo) bajo pena de perjurio que el votante al que estoy asistiendo me representó que es elegible para recibir asistencia; no sugeriré, con palabra, señal, o gesto, como debe votar el votante; prepararé la boleta del votante según lo indique el votante; no presioné ni coaccioné al votante para que me eligiera como asistente; no soy el empleador del votante, un agente del empleador del votante, o un oficial o agente de un sindicato al cual el votante pertenece; no comunicaré información sobre cómo el votante ha votado a otra persona; y entiendo que si se proporciona asistencia a un votante que no es elegible para recibir asistencia, la boleta del votante podría no ser contada."

	Signature of Assistant (Firma del Asistente)	Printed Name of Assistant (Nombre del Asistente en Letra de Molde)	Address of Assistant (Dirección del Asistente)	Relationship of Assistant to Voter (Relación del Asistente al Votante)	Did you receive or accept any form of compensation or other benefit from a candidate, campaign, or political committee? (Recibió o aceptó cualquier forma de compensación u otro beneficio de un candidato, campaña o comité político?)	
1	Michael Scott	Michael Scott	123 Main St., El Paso, TX 79901	Brother	Yes	No
2					Yes	No
3					Yes	No
4					Yes	No
5					Yes	No
6					Yes	No
7					Yes	No
8					Yes	No
9					Yes	No
10					Yes	No

Instructions:

- Administer the Oath of Assistance to the Assistant.
- The Assistant must repeat the Oath aloud and complete the form for each voter assisted.
- Instruct the Assistant to:
 - Sign the form
 - Print his or her name
 - Provide his or her address
 - Put his or her relationship to the voter in the column
 - Indicate whether he or she received or accepted any form of compensation or other benefit from a candidate, campaign, or political committee for providing assistance to the voter.

The above oaths were sworn and subscribed to before me this 4th day of November, 20 25. Los juramentos señalados arriba fueron declarados bajo juramento y suscritos ante mí en la fecha arriba.

Melissa Rosales

Signature of Election Officer

Melissa Rosales

Printed Name of Election Officer

RETURN INSIDE ENVELOPE #2

Election Worker Assistance Sheet

7-67
Prescribed by Secretary of State
Sections 64.0322, 64.034, Texas Election Code
9/2025

Election Worker Assistance Sheet

Hoja de Asistencia para Trabajadores Electorales

Type of Election	Polling Location
Uniform & Special	Shoppes at Solana
Date of Election	Authority Conducting Election
11/04/2025	Lisa Wise

	Name of Voter (Nombre del Votante)	Printed Name of Assistant (Nombre del Asistente en Letra de Molde)	Address of Assistant (Dirección del Asistente)	Relationship of Assistant to Voter (Relación del Asistente al Votante)	Did you receive or accept any form of compensation or other benefit from a candidate, campaign, or political committee? (Recibió o aceptó cualquier forma de compensación u otro beneficio de un candidato, campaña o comité político?)	
1	Johnny Voter	Jane Assistant	123 Main St., El Paso, TX 79901	None	Yes	No
2					Yes	No
3					Yes	No
4					Yes	No
5					Yes	No
6					Yes	No
7					Yes	No
8					Yes	No
9					Yes	No
10					Yes	No

Section [64.0322](#) of the Texas Election Code has been amended and now requires that an election official who provides assistance to a voter must complete an Election Worker Assistance Sheet.

This requirement applies to assistance administered both during the curbside voting process, as well as in-person voting within a Vote Center.

USING ENGLISH & INTERPRETERS

1. The voter may select an interpreter who is not the voter's employer, an agent of the voter's employer, or an officer or agent of a labor union to which the voter belongs (Texas Election Code, Section [61.033\(1\)](#)).
2. If a person is appointed to serve as an interpreter by an election officer, the interpreter must be a registered voter of the county in which the voter needing the interpreter resides or a registered voter of an adjacent county (Texas Election Code, Section [61.033\(2\)](#)).
3. If a voter cannot communicate in English, an election officer may communicate with the voter in a language the officer and the voter understand (Texas Election Code, Section [61.031\(b\)](#)). If an election officer and a voter communicate in a language other than English, any other election officer or a poll watcher, upon request, must receive an English translation of anything spoken (Texas Election Code, Section [61.031](#) and [61.036](#)).
4. The voter may also select an interpreter subject to the qualifications described in this Section E to communicate with the election officer(s) attending to the voter in a language that is not English, regardless of whether the election officer who attempts to communicate with the voter understands or does not understand the language used by the voter (Texas Election Code, Section [61.032](#)).
5. An interpreter may interpret for any number of voters. For each voter, the interpreter must take the "Oath of Interpreter" (Texas Election Code, Section [61.035](#)).
6. The interpreter may be a person provided by the authority conducting the election. However, even if an interpreter is provided, a voter may use an interpreter of his or her own choosing (Texas Election Code, Section [61.032](#)).

Type of Election Uniform & Special	Polling Location H.D. Hilley Elementary
Date of Election 11/04/2025	Authority Conducting Election Lisa Wise

OATH OF INTERPRETER

Oath of Interpreter: "I swear (or affirm) that, to the best of my ability, I will correctly interpret and translate each question, answer, or statement addressed either to the voter by any election officer or to an election officer by the voter." **Juramento del Interprete:** "Yo juro (o afirmo) que, a mi mejor habilidad, interpretaré y traduciré de una manera correcta cada pregunta, respuesta o declaración que cualquier oficial electoral dirija al votante o que el votante dirija a cualquier oficial electoral."

<u>Luz Lopez</u>		

Instructions:

1. Administer the Oath of Interpreter to the Interpreter.
2. The Interpreter must repeat the Oath aloud.
3. Instruct the Interpreter to sign the form.

The above oaths were sworn and subscribed to before me this 4th day of November, 20 25.
Los juramentos señalados arriba fueron declarados bajo juramento y suscritos ante mí en la fecha arriba.

Melissa Rosales

Signature of Election Officer

Melissa Rosales

Printed Name of Election Officer

RETURN INSIDE ENVELOPE #2

SPOILED BALLOT

- A voter who makes a mistake while marking his or her ballot may take the spoiled ballot to an Election Worker and exchange it for a new ballot (Texas Election Code, Section [64.007\(a\)](#)).
 - A voter may spoil up to **two ballots and vote a third ballot** (Texas Election Code, Section [64.007\(b\)](#)).
- The Election Worker shall put the name of the voter and the ballot number on the *Register of Spoiled Ballots*, write on the FRONT of the ballot “Spoiled”. **Both the register and the spoiled ballot, if any, must be returned inside the Spoiled Ballots Envelope.**

[illegible]

Jesse James
Signature of Presiding Judge

Jesse James
Printed Name of Presiding Judge

Spoiled

Write "Spoiled" on the ballot. Number of ballot is on the back of the ballot.

7-77
Prescribed by Secretary of State
Section 66.026, Texas Election Code
9/2023

Envelope for Spoiled Ballots for the
General Election held on
November 5th, 2024
Polling Place Fire Station #16
in El Paso County, Texas.

Enclose in this envelope all spoiled ballots which were returned by voters for another ballot. The ballots contained in this envelope must be registered on the "Register of Spoiled Ballots" and on the "Register of Official Ballots/Ballot and Seal Certificate."

Insert spoiled ballot and register inside Spoiled Ballots Envelope

[illegible]

Printed Name of Presiding Judge

Insert spoiled ballot and register
inside Spoiled Ballots Envelope

ELECTION DAY SEAL LOG

LOCATION

County Courthouse

ELECTION

Uniform & Special Election



DS200 MACHINE

	SERIAL NUMBER		INT. USE ONLY SN #	INT. USE ONLY GREEN SEAL	INT. USE ONLY RED SEAL
	123456487		504241001	789465111	36548852

UNIT	BLUE SEAL LID	RED TAIL SEAL BALLOT	GREEN TAIL SEAL MAIN BALLOT	BLUE SEAL BLUE BALLOT BIN	
0	158244557	365445212	125488556	365478552	

EXPRESSVOTE MACHINE

	SERIAL NUMBER	BLUE SEAL LID			INT. USE ONLY RED SEAL
1	1231454587	6454877			N/A
2	1234548961	6548777			N/A
3	1231545677	6548799			N/A
4	1231548588	6548772			N/A
5					
6					
7					
8					
9					
10					

DATE: 11 /04/2025 JUDGE Vanessa Ruiz ALTERNATE Brenda Negrete

PLEASE PLACE ALL USED SEALS ON THE BACK OF THIS SHEET

RETURN INSIDE ENVELOPE # 2

ELECTION DAY SEAL LOG

- Serial numbers must match; place all used seals on the back of the sheet.
- Broken tail seals must be returned inside **yellow bank bag**.
- Open all ExpressVote machines assigned to your Vote Center.
- You will also receive a log sheet for the Curbside ExpressVote.

Do not leave logs inside binder.
Return logs inside Envelope #2

REGISTER OF OFFICIAL BALLOTS

Texas Election Code, Sections [85.032](#), [127.064](#) through [127.068](#)

7-26
Approved by Secretary of State
Section 127.156, 65.013, Texas Election Code
5/2024

REGISTER OF OFFICIAL BALLOTS/
BALLOT AND SEAL CERTIFICATE

Election Title: November 2024 General Voting Place: El Paso Tennis Club

Date: 11/5/2024 DS200 Identification Number (located on the back of the DS200 screen): DS0318411421

OFFICE USE ONLY: Activation Card Serial Numbers 100000 to 100500

INSTRUCTIONS: This is the most important form completed by the Election Judge!
Please fill in each of the lines below and sign the form. Direct each clerk and up to two poll watchers (if present) to sign the form.
File each copy of this form in the appropriate locations as directed below.

	Initial Activation Cards Issued	**Supplemental Activation Cards Issued									
A. Number of Blank Activation Cards Received. **Initial Activation Cards Issued + Supplemental Activation Cards Issued, if applicable.	<u>500</u>	<u>300</u>									
B. Public Count of Voted Ballots from DS200 Results Tape. This count can also be found on the DS200 "Public Count."	<u>547</u>										
C. Number of Voted Provisional Ballots. The number of Provisional Ballots sealed in Affidavit Envelopes (Green Envelopes). This number should match the total number of names on the "List of Provisional Voters."	<u>5</u>										
D. Total Number of Spoiled Ballots + Number of Damaged Ballots + Unused Blank Ballots Initiated by the Election Judge. The number of activation cards recorded on the "Register of Spoiled Ballots" and placed in the "Envelope of Spoiled Ballots" + the number voted activation cards placed in the "Envelope of Damaged Ballots" + any unused blank activation cards pre-initiated by the Election Judge but not issued to voters.	<table><tr><td># Spoiled Ballots</td><td># Damaged Ballots</td><td># Unused Ballots Initiated by Judge</td></tr><tr><td><u>10</u></td><td><u>2</u></td><td><u>0</u></td></tr><tr><td colspan="3">Total: <u>12</u></td></tr></table>	# Spoiled Ballots	# Damaged Ballots	# Unused Ballots Initiated by Judge	<u>10</u>	<u>2</u>	<u>0</u>	Total: <u>12</u>			
# Spoiled Ballots	# Damaged Ballots	# Unused Ballots Initiated by Judge									
<u>10</u>	<u>2</u>	<u>0</u>									
Total: <u>12</u>											
E. Total Number of Unused Ballots. Use formula, A-B-C-D= **Include Supplemental Activation Cards Issued, if applicable to your A count. Place unused activation cards inside the "Blank Activation Cards Bag" to the general custodian of records.	<u>236</u>										
F. Total Number of Ballots Accounted For. Use formula, B+C+D+E= If this number is higher than Line A, the activation cards are to be transferred to the Central Counting Station to be counted.	<u>800</u>										
G. Total Number of Ballots Unaccounted For. Use formula, A-F= **Include Supplemental Activation Cards Issued, if applicable.	<u>0</u>										
H. Total Number of Names Checked-In on E-Poll Book(s). Record the total number of voters who received an activation card including Provisional Voters. Refer to "List of Provisional Voters."	<u>552</u>										
I. Total Number of Activation Cards in the DS200-Transfer Case (Blue Ballot Box). Use formula, H-G-C= Total. Then, subtract Damaged Ballots from Total, if any. If there is a difference of 4 or more between this line and line B, voted activation cards must be locked and sealed in the blue ballot box and transferred to Central Counting Station to be counted. DO NOT MANUALLY COUNT VOTED BALLOTS AT YOUR VOTING PLACE!	<u>545</u>										

Record the serial number of the seal used on the DS200-Transfer Case (Blue Ballot Box): 449623985

AFFIDAVIT: We, the undersigned election officials, do hereby certify that all voted ballots were placed in the DS200-Transfer Case to be transferred to the Central Counting Station.

WITNESS MY HAND THIS 5th DAY OF November 20 24.

Presiding Judge: Jorge Martinez

Alternate Judge: Martha Sabido

Poll Watcher (if present):

Poll Watcher (if present):

Clerk: Sergio Martinez

Clerk: Elizabeth Salgado

Clerk: Matthew Martin

Clerk:

White Copy (Envelope #2), Blue Copy (Presiding Judge), Pink Copy (Alternate Judge)

How to complete:

- Form will be inside the black "Activation Cards & Provisional Ballot Bag"
 - Write legibly the election name, your assigned voting place, Date of Election and DS200 ID number.
- A. Provide number of cards/ballots received, provide supplemental activation cards, if applicable.

B. Provide "Public Count" from the DS200; number appears at the bottom middle of the screen.

C. Provide number of Voted Provisional Ballots; number should match "List of Provisional Ballots".

D. Provide number of Spoiled Ballots, Damaged Ballots, Unused Ballots signed by Judge; Provide a total, use formula on form.

E. Provide count of Unused Ballots; use formula on form.

F. Provide count of total ballots accounted for; use formula on form.

G. Provide total number of ballots unaccounted for; use formula on form .

H. Provide total number of names Checked-In on E-Poll Book(s);use formula on form.

I. Provide total number of activation cards in the DS200;use formula on form.
- Write the serial number of the blue seal used during closing procedures on the blue bin.
 - Date of Election
 - Both Election Judges sign; Poll Watcher signs if present during closing procedures.
 - White Copy (Envelope #2) Yellow Copy (Black Bag) Blue Copy (Presiding Judge) Pink Copy (Alternate Judge)

NOTICE OF VOTER COUNT

Texas Election Code, Section [61.007\(c\)](#)

- The notice shall remain posted at the entrance to your Vote Center until it is closed for voters.
- Obtain these numbers from the “Public Count” of both the DS200 and Express Touch.
- Write down your count every two hours; beginning at 9:30 a.m.
- Return inside Envelope #2 during closing procedures.

VOTING PLACE: Polk Elementary

NOTICE OF TOTAL NUMBER OF VOTERS WHO HAVE VOTED
(AVISO DEL NÚMERO DE VOTANTES QUE HAN VOTADO)

Number of Voters (NÚMERO DE VOTANTES)	
9:30 A.M.	<u>29</u>
11:30 A.M.	<u>60</u>
1:30 P.M.	<u>99</u>
3:30 P.M.	<u>135</u>
5:30 P.M.	<u>177</u>

X Peter Aguilera
Signature of Presiding Judge
(Firma del Juez Presidente)

NOTE TO PRESIDING JUDGE:

The total number of voters as shown on the poll list shall be posted at the times listed. The notice shall remain posted until the polls close.

NOTA AL JUEZ PRESIDENTE:

El número de votantes establecido en la lista de votantes se mostrará a las horas señaladas arriba. El aviso quedará puesto hasta que cierren los lugares de votación.

RETURN INSIDE ENVELOPE #2

ACTIVATION CARDS & PROVISIONAL BALLOT BAG SEALS LOG

- This form will be located inside the “Activation Cards & Provisional Ballot Bag” also known as the black ballot bag.
- During opening procedures, verify that the serial number on the clip matches the serial number on this form; two initials are required.
- During closing procedures, seal the ballot bag with a red or white clip seal and write down the serial number on this form; two initials are required.
- This process must be completed by both Election Judges; both judges initial but only one signature is required during closing procedures.
- Return the executed form inside **Envelope #2**.

ELECTION DAY
ACTIVATION CARDS - SEAL LOG

Polling Place: Fire Station #20 Election Date: 11/04/2025

Election Judges: You must keep a count of all activation cards throughout the day. Activation cards are to be used for all voters, including Curbside and Provisional.

During opening procedures, verify that the opening seal number below matches the seal number on the "Activation Cards Ballot Bag" followed by your initials.

During closing procedures, secure the "Activation Cards Ballot Bag" with a RED CLIP SEAL and complete the table below; log the new seal number followed by your initials.

Only the Presiding Judge must sign the bottom of this form.

	Seal Number	Presiding Judge Initial	Alternate Judge Initial
Opening Seal Number	<u>1092384</u>	<u>mm</u>	<u>rw</u>
Closing Seal Number	<u>1092385</u>	<u>mm</u>	<u>rw</u>

Presiding Judge Signature Melissa Martin

RETURN INSIDE ENVELOPE #2

DEMO COUNTY/TEXAS
TEXAS DEMO ELECTION
11/83/2020
194, 194

GOVERNOR-----
REP PETE SAKES

STATE SENATOR 4TH DISTRICT-----
DEM JIM SHORTS

FAVORITE TEXAS POINT OF INTEREST-----
THE ALAMO

FAVORITE TEXAS SPORTS TEAMS-----
DALLAS MAVERICKS
TEXAS LONGHORNS

PROPOSITION 1-----
YES

ACTIVATION CARDS

- The number of activation cards is determined by voter turnout in past elections.
- Once you see that you that stock is getting low, it is time to call your District Supervisor (Rover) to bring you more.
- It is your responsibility to monitor the number of activation cards in your Vote Center.
- **DO NOT** wait until you run out.

VOTING MACHINES & SIGNS

- Only Election Workers can open and close the voting system.
- Any voting system problem(s) please close machine(s) and call tech support immediately at (915) 273-3597.
- Take plenty of “Vote Here” signs for your Vote Center.
- At the end of the day leave “Vote Here” signs and voting system in same area where you first located the voting system at the beginning of the day.



ENVELOPE #2 & ENVELOPE #4

At the end of the day, any completed forms must be distributed to appropriate authorities in particular envelopes. The following forms must be placed in the correct envelope ready to return to Justice Warehouse. Unused forms go back inside the Election Forms envelope:

Envelope 2

- Election Seal Log(s) (do not leave inside binder)
- Oath of Election Judges and Clerks
- Oath of Assistance
- Oath of Interpreters
- Notice of Total Number of Voters Who Voted
- Notice of Defective Delivery
- Blank Activation Cards Bag-Seal Log
- Register of Official Ballots/Ballot and Seal Certificate(white copy)
- Information of Person that Provided Transportation to seven or More Voters for Curbside Voting
- Poll Watcher Certificate of Appointment and Training Completion (if presented)

Envelope 4

- Statement of Residence
- Register of Surrendered Ballots by Mail
- Reasonable Impediment Declaration

7-73
Prescribed by Secretary of State
Section 66.023, Texas Election Code
Revised 09/2025

Records of _____ Election
held on _____, 20____.
Polling Place _____ in
El Paso County, Texas.

ENVELOPE #2

TO: LISA WISE, EL PASO COUNTY VOTER REGISTRAR

NOTE TO PRESIDING JUDGE
Enclose in this envelope:

1. ___ Election Seal Logs (do not leave inside binder)
2. ___ Oath of Election Judges and Clerks
3. ___ Oath of Assistance
4. ___ Oath of Interpreters
5. ___ Notice of Total Number of Voters Who Have Voted (do not leave posted at your polling place)
6. ___ Notice of Improper Delivery (if presented)
7. ___ Activation Cards-Seal Log(s)
8. ___ Register of Official Ballots/Ballot and Seal Certificate (White Copy)
9. ___ Information of Person Who Provided Transportation to a Total of Seven or More Curbside Voters During Early Voting and Election Day
10. ___ Poll Watcher Certificate of Appointment and Training Completion Certificate (if presented)
11. ___ Election Worker Assistance Sheet

7-75
Prescribed by Secretary of State
Section 66.027, Texas Election Code
Revised 09/2025

Records of _____ Election
held on _____, 20____.
Polling Place _____ in
El Paso County, Texas.

ENVELOPE #4

TO: LISA WISE, EL PASO COUNTY VOTER REGISTRAR

NOTE TO PRESIDING JUDGE
Enclose in this envelope any executed:

1. ___ Statement of Residence
2. ___ Reasonable Impediment Declaration
3. ___ Register of Surrendered Ballots by Mail
4. ___ Election Day-Opening the Polling Place Checklist
5. ___ Election Day-Closing the Polling Place Checklist

ENVELOPE FOR DAMAGED BALLOTS

Enclose in this envelope perfect ballot cards that have been:

- Torn
- Crumpled
- Damaged

These ballots will be duplicated at Central Counting Station prior to counting on Electronic Tabulating Equipment.

Record the number of ballot cards placed in this envelope on the "Register of Official Ballots/Ballot and Seal Certificate."

7-79
Prescribed by Secretary of State:
Section 127.034, Texas Election Code
9/2023

Envelope for Damaged Ballots for the
General Election held on
November 5th, 2024.
Polling Place Fire Station #16
in El Paso County, Texas.

ENVELOPE FOR DAMAGED BALLOTS

Enclose in this envelope perfect ballot cards that have been torn, crumpled, or otherwise damaged to the extent that they cannot be counted by the DS200. These ballots will be duplicated at Central Counting Station prior to counting on Electronic Tabulating Equipment.

Record the number of ballot cards placed in this envelope on the "Register of Official Ballots/Ballot and Seal Certificate."

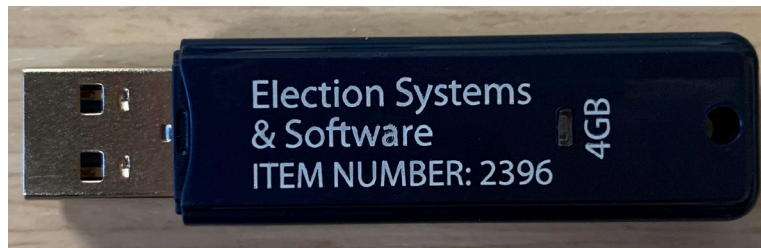
CLOSING YOUR VOTE CENTER

Officially close and lock the door to your Vote Center at 7:00 p.m. (Texas Election Code, Section [41.031\(a\)](#)).

- Every voter in line before 7:00 p.m. must be allowed to vote (Texas Election Code, Section [41.032](#)).
 - Have all voters enter the Vote Center, if possible, and lock the door.
 - If it is not possible to get all the people waiting in line into the Vote Center, position an Election Worker after the last person in line at 7:00 p.m.
 - Distribute numbered identification cards, tokens, etc. to people waiting in line at the time for official closing of the polls (Texas Election Code, Section [41.032\(b\)](#)).
- **Do not begin closing the voting system until last voter has finished voting!**
- Pack all supplies provided by the Elections Department inside Election Day bag.

DELIVERY OF FLASH DRIVE

- After closing your Vote Center, the Presiding Judge and Alternate Judge **must remove the flash drive from the DS200**. See “DS200 Closing Procedures” on binder for instructions.
- Place **flash drive** inside **yellow bank bag**. Judges, you must lock the **yellow bank bag** with red seal provided inside the clear pouch.
- Sealed bank bag must be delivered by the **Presiding Judge** to the El Paso County Courthouse, 500 E. San Antonio Ave., 3rd floor.
- During the day, our office staff will send you E-Poll Book reminders of certain Vote Center procedures and reminders.
- If you forget the flash drive, you will be required to return to your Vote Center to retrieve that flash drive and bring it to the courthouse. This is the law!



DS200-BLUE BALLOT BIN

- Both key holes must be locked during closing procedures by both the Presiding Judge and the Alternate Judge. Place the blue tamper seal across the flaps once closed.
- Keys are located inside your orange bag.
- Step-by step instructions are also available inside your binder.



RECEIPT FOR TRANSFER BALLOT BOX

Election Judge:

- Only complete top right box and print the name of your Vote Center, your name and the name of your Alternate Judge.
- **DO NOT SIGN OR WRITE TIME OF DELIVERY.**
Representative from the Central Counting Station will complete this portion of the form.

Note: You must archive the carbon copy once executed by both you and the Central Counting Station Representative for 22 months.

8-3
Prescribed by Secretary of State
Section 127.068, Texas Election Code
9-2023

Type of Election Uniform & Special	Date of Election 11/04/2025
Authority Conducting Election Lisa Wise	

RECEIPT FOR TRANSFER CASE (BLUE BALLOT BOX WITH LIVE BALLOTS)

I, the undersigned presiding judge of the central counting station, do hereby acknowledge receipt of the transfer case for polling place Escontrias ES. the transfer case was delivered by John Wesley Hardin and Butch Cassidy, two authorized election officers of that polling place and the seal of the transfer case was unbroken/broken (circle one) at the time of delivery.

TIME OF DELIVERY OF TRANSFER CASE: _____ **DO NOT COMPLETE**

DO NOT SIGN

Signature of Presiding Judge of Central Counting Station
or designated representative

WHITE COPY: CENTRAL COUNTING STATION YELLOW COPY: ELECTION JUDGE

ELECTION JUDGE: YOU MUST ARCHIVE THE CARBON COPY FOR 22
MONTHS AFTER ELECTION DAY IN ACCORDANCE WITH FEDERAL
LAW & THE TEXAS ELECTION CODE, SECTION 66.058.

DELIVERY OF ELECTION DAY BAG, ASSIGNED E-POLL BOOKS & BALLOT BLUE BIN

The **Alternate Judge** must deliver the:

- Election Day Bag (*Follow the Election Day Closing Guide*)
- all assigned E-Poll Books
- trash can and alcohol wipes
- locked and sealed DS200-Blue Ballot Bin

To the Elections Warehouse, 3850 Justice Dr., El Paso, Texas 79938.

ELECTION DAY CLOSING GUIDE

Preparing to leave your Vote Center:

- **Yellow bank bag** MUST be returned to the El Paso County Courthouse.
- Everything else listed on this form including the Election Day bag MUST be returned to the Elections Warehouse.
- This form will be available in the back of your Election Day binder.

Note: The red bank bag has been replaced with the **yellow bank bag**.

ELECTION DAY CLOSING GUIDE

DELIVER TO THE COURTHOUSE

YELLOW BANK BAG

Return DS200 and ExpressTouch flash drive(s), zero report(s), ballot status accounting report(s) and all broken seals.

Please have Bag Completely Sealed.



DELIVER TO THE ELECTIONS WAREHOUSE

(Blue Election Bag containing everything will also go to the Warehouse)

Provisional Ballot Bag

Provisional voted ballots must be inside this bag and sealed with both the yellow seal and red seal. *Early Voting Provisional Seal Log Sheet and Early Voting List of Provisional Voters* must be returned inside this bag.



THIS ITEM IS TO BE PLACED INSIDE YOUR BLUE ELECTION BAG AT THE TOP

Orange Bag

Return voting system keys (wrist band), all unused seals, cellphone, cell phone charger, and voting system passwords.



THIS ITEM IS TO BE PLACED INSIDE YOUR BLUE ELECTION BAG AT THE TOP

Cancelled Ballots Envelope

Return any completed and unused *Requests to Cancel Applications for Ballot by Mail*. Any surrendered ballots by mail must be returned.



THIS ITEM IS TO BE PLACED INSIDE YOUR BLUE ELECTION BAG AT THE TOP

Spoiled Ballots Envelope

Return any spoiled ballots inside this envelope. The *Register of Spoiled Ballots Forms* must be returned inside this envelope.



THIS ITEM IS TO BE PLACED INSIDE YOUR BLUE ELECTION BAG AT THE TOP

Payroll Envelope

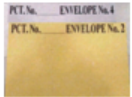
Presiding Judge: Return all executed payroll forms. Please make sure all payroll forms are completed and signed by both you and the Election Worker.



THIS ITEM IS TO BE PLACED INSIDE YOUR BLUE ELECTION BAG AT THE TOP

Envelopes 2 and 4

Presiding Judge must return envelopes 2 and 4. Guide can be found [inside](#) binder.



THIS ITEM IS TO BE PLACED INSIDE YOUR BLUE ELECTION BAG AT THE TOP

Black Curbside & Provisional Ballots Bag

Bag must be sealed with unvoted paper ballots. The *Register of Official Ballots* **Forms must be completed and returned inside this bag.**



THIS ITEM IS TO BE PLACED INSIDE YOUR BLUE ELECTION BAG AT THE TOP

E-Poll Book(s)

of poll pads depends on location and must be locked.



THIS ITEM IS TO BE RETURNED ALONG WITH BLUE ELECTION BAG

Trash can and Wipes

Leftover Supplies: wipes, trash cans and bags must be returned how they were initially given to you.



THIS ITEM IS TO BE RETURNED ALONG WITH BLUE ELECTION BAG

Blue Ballot Box

Ballot Box must be locked and sealed. For instructions see DS200 Closing Procedures inside your binder. Complete and turn in Receipt of Transfer Ballot Box.



THIS ITEM IS TO BE RETURNED ALONG WITH BLUE ELECTION BAG

Drop – Off for both Courthouse and Election Warehouse will be Drive-Thru Service.

Presiding Judge: Yellow Bank Bag must be dropped off at the El Paso County Public Parking Garage, 5th floor, located at 500 E. Overland Ave. (remain in your vehicle).

Alternate Judge: Election Day Bag, Poll Pad(s), Blue Ballot Box, Trash cans and any leftover wipes must be dropped at the El Paso County Elections Warehouse, located at 3850 Justice St. (remain in your vehicle).



END OF TRAINING

For more information or questions
regarding this training contact

Marco Covarrubias, Training Coordinator
Supervisor at
M.Covarrubias@epcounty.com.

