



EARLY VOTING

ELECTION WORKER TRAINING MARCH 2026 PRIMARY ELECTION

Revised 1/28/2026

1

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.



2

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 can 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.

3

**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 **39** Countywide Early Voting Locations

4

TYPES OF ELECTIONS DEFINED	
GENERAL	<ul style="list-style-type: none">An election, other than a Primary Election, that regularly occurs at fixed dates (Texas Election Code, 1.005).
SPECIAL	<ul style="list-style-type: none">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	<ul style="list-style-type: none">Uniform Election dates means an election date prescribed by Texas Election Code, 41.001.
RUNOFF	<ul style="list-style-type: none">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	<ul style="list-style-type: none">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)).

5

ELECTION WORKERS

- The term “Election Worker” refers to both Judges and Clerks. Election Workers carry out all procedures at the Early Voting Location, 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 Early Voting Location, an **Early Voting Judge** and an **Alternate Judge**. **Both Judges must collaborate to oversee the election processes in their assigned Early Voting Location.**

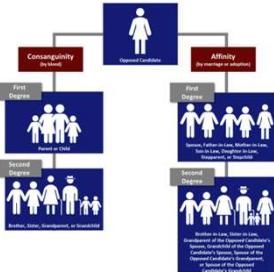
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ELECTION WORKERS (CONTINUED)

- The **Early Voting Judge** is responsible for the management and conduct of the election at the Early Voting Location where the Judge serves. All Clerks and the Alternate Judge report to and take direction from the Early Voting Judge.
- The **Alternate Judge** serves as backup for the Early Voting Judge. If the Early Voting 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 Early Voting Location. 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.

7

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).

8

EARLY VOTING BAG PICK-UP

Early Voting Judge:

Pick-up your Early Voting bag at:

Area	Location	Date	Times
East	El Paso County-Elections Warehouse, 3850 Justice Dr., 79938	Sunday, February 15 th , 2026	at scheduled time

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

9

BEFORE EARLY VOTING

- **Training materials available inside Early Voting 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
- Express Vote Instructions
- Express Touch Instructions
- Electronic Poll Pad Instructions



10

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.

EXAMPLE

CONSTITUTIONAL OATH FOR PROVISIONAL 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 following statement. This statement is to be signed and filed with the election records. The statement of office must be completed prior to 30 days of the constitutional oath of office.

STATEMENT OF OFFICER

Priscilla Morales As a voter or officer for the **Harris County Clerk** and/or the **Harris County** public office or employee for the giving or withholding of any office or title of office, or a power or authority, I do solemnly swear or affirm that I will support and defend the Constitution of the United States, and the Constitution and Laws of the State of Texas, and the Laws of this State, in the execution of my office.

Title of Position to Which Appointed

Alternate Judge

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

Date: 02/17/2028 Signature of Officer: Priscilla Morales

CONSTITUTIONAL OATH OF OFFICE

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DO NOT SIGN

Signature of Officer Administering Oath

11

FIRST DAY OF EARLY VOTING

Early Voting Judge:

- About 15 minutes before your location opens, administer the "Oath of Election Judges & Clerks" for your Election Workers and yourself.
- Your Early Voting Location must be open to the public during hours assigned; see the list of Early Voting Locations inside your Early Voting binder.
- **Return completed oath inside Envelope #2.**

STATE OF TEXAS
HARRIS COUNTY
ELECTION OFFICE
OATH OF ELECTRONIC JUDGES AND CLERKS

I, **Judy Smith** and **Martha Jones**, do solemnly swear or affirm that we are qualified to act as electronic judges and clerks for the **Harris County Clerk** and/or the **Harris County** public office or employee for the giving or withholding of any office or title of office, or a power or authority, and that we will support and defend the Constitution of the United States, and the Constitution and Laws of the State of Texas, and the Laws of this State, in the execution of our office.

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RETURN ENVELOPE ENVELOPE #2

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RETURN ENVELOPE ENVELOPE #2

12

EARLY VOTING LOCATION

Early Voting 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.



13

EARLY VOTING LOCATION

Early Voting Judge:

- Should any facility personnel request to move you to a different location/room/area aside from what's on your Writ of Election, call the Elections Department 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.

14

IMPORTANT REMINDERS

Set-up procedures for this election:

- First Day of Early Voting: Everyone arrives an hour before the location is scheduled to open to help set-up voting area.
- Last Day of Early Voting: Deliver all supplies to the Elections Warehouse located at 3850 Justice Dr., El Paso, Texas 79938.
- Do not forget the Ballot Box (blue bin w/live ballots), and the DS200 flash drive.

15

PAYROLL

- All **Election Workers** must write their social security number legibly. Make sure it is the correct number as any minor misspellings will only delay the payroll process.
- Early Voting Judge and Clerk must sign at the bottom of the payroll form.
- Early Voting Judge signs all payroll forms for every single Election Worker, including the Alternate Judge, but except for his/her own.
- Alternate Judge will sign payroll form for the Early Voting Judge.
- Every **Election Worker** must complete their own payroll form daily.

Note: Election Worker, you must initial your payroll form DAILY as verification that your time in and time out are correct. Early Voting Judge, make sure that this procedure is completed daily by all Election Workers.

16

PAYROLL FORM

NEW CHANGES:

Two separate payroll forms must be completed and turned in by each Election Worker; **WEEK 1** and **WEEK 2**.

WEEK 1: Make sure all payroll forms are complete and **have two signatures** from the Election Worker and Early Voting Judge before placing them inside the **Payroll Envelope**. **Payroll forms will be picked up by your Rover on Saturday.**

WEEK 2: Make sure all payroll forms are complete and have **two signatures** from the Election Worker and Early Voting Judge before placing them in the *Payroll Envelope*. Only if applicable, delivery of supplies must be circled, "Driver" or "Companion". Payroll forms must be delivered by the Early Voting Judge to Activity Warehouse on the last day of Early Voting.

REMINDERS:

- Election Worker must complete **their own** payroll form.
- Early Voting Judge signs all payroll forms.
- Alternate Judge will sign payroll form for the Early Voting Judge.

17

PAYROLL EXAMPLE

EARLY VOTING PAYROLL FORM		VERDUE 10/01/11
PLATE CHECK DATE <input type="checkbox"/> 10/01/11 <input type="checkbox"/> 10/02/11 <input type="checkbox"/> 10/03/11 <input type="checkbox"/> 10/04/11 <input type="checkbox"/> 10/05/11		PLATE CHECK DATE
PLATE NUMBER <input type="text"/> 305/28 - <input type="text"/> ISSUE PLACE <input type="text"/> Kearns <input type="text"/> EXPIRE DATE <input type="text"/> 123 Main St. <input type="text"/> EL PASSED		PLATE NUMBER
Day	Time	Check
10/02/11	8:00AM-9:00PM	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
10/03/11	8:00AM-7:00PM NO	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
10/02/11	8:00AM-7:00PM NO	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
NOTES	NOTES	
<input type="checkbox"/> NOTICE <input type="checkbox"/> NOTICE RELEASED		
EMPLOYEE SIGNATURE 		

Each payroll form must have two signatures before turning it in!

18

HOURS AT THE EARLY VOTING LOCATION

Early Voting 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 voting location 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.

19

DRESS CODE-ACCEPTABLE ATTIRE FOR ELECTION WORKERS

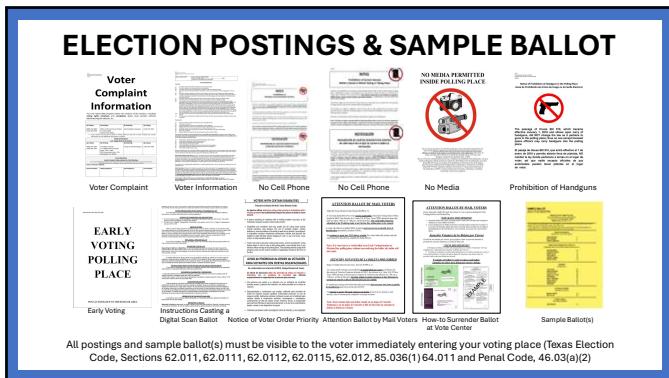
- **Pants:** Dress slacks, capris, khakis, cargo pants, and denim jeans.
- **Shirts, Tops and Jackets:** Blouses, dress shirts, sweaters, casual shirts, polo shirts, cardigans, turtlenecks, suit jackets, sport coats, and blazers. Long sleeve and short sleeve shirts must always be buttoned.
- **Sleeveless 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.

20

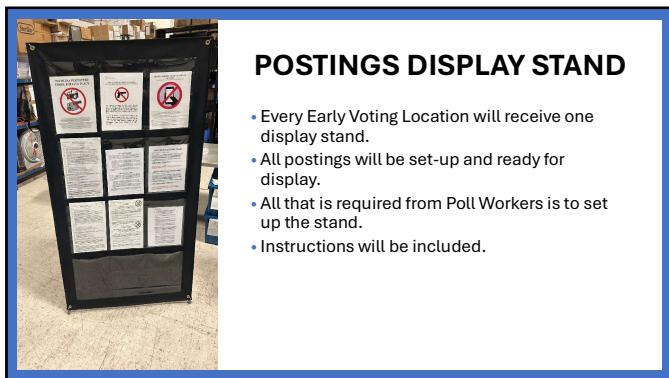
DRESS CODE-UNACCEPTABLE ATTIRE FOR ELECTION WORKERS

- 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**

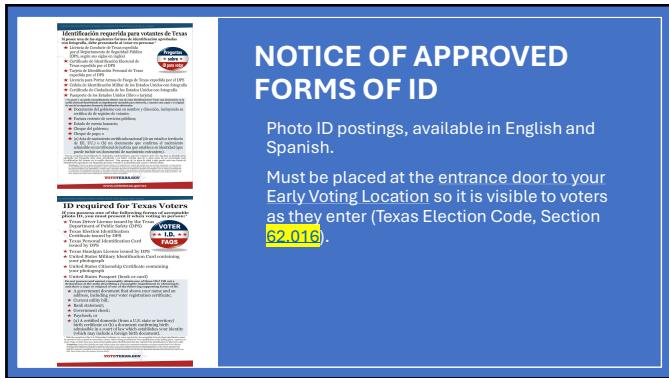
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22



23



24

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 (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 Express Vote machine away from the check-in station.
- Make sure the Early Voting 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.

25

VOTING PLACE ARRANGEMENT

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

26

ELECTRONIC DEVICES

- A person is not allowed to use a wireless communications device within a room in which voting is taking place. Additionally, a person is not allowed to use a mechanical or electronic device to record sound or images within 100-feet of the voting stations (Texas Election Code, Sections [61.014\(a\)](#) and [62.011](#)).
- 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.

27

ELECTRONIC & RECORDING DEVICES

(Texas Election Codes, 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 location while acting in course of person's employment.
- **Exception:** Persons using assistive technology devices. Early Voting Judge has discretion on this type of use.

Media

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



28

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.

29

WRITTEN COMMUNICATION

Written communications may be used by voters inside your 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**).

MY PLAN TO VOTE

30

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 Early Voting Location 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.**

31

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 arthritis, 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.
- Providing voting order priority is now a requirement, not just a courtesy.

NOTICE OF VOTING ORDER PRIORITY FOR VOTERS WITH CERTAIN DISABILITIES
 Pursuant to Section 63.0015, Texas Election Code:
 An election officer may 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 arthritis, 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 vote in a given voting order priority, and be accepted for voting, shall be given the same priority for the remainder of the election, unless the election officer exercises the option to give voting order priority to another voter.
 Votantes que tienen derecho a prioridad en el orden de votación, y se acepta para votar, serán dados la misma prioridad para el resto de la elección, a menos que el oficial de votación ejerza la opción de dar prioridad en el orden de votación a otro votante.

AVISO DE PRIORIDAD DE ORDEN DE VOTACIÓN PARA VOTANTES CON CIERTAS DISCAPACIDADES
 De acuerdo con el Artículo 63.0015, Código Electoral de Texas:
 Un oficial de elecciones puede dar prioridad en el orden de votación a individuos con un problema de movilidad que dificulta seriamente la capacidad de moverse.
 Una persona que asiste a un individuo con un problema de movilidad puede, también, ser dada prioridad en el orden de votación, a la solicitud del individuo.
 Los problemas y condiciones que pueden calificarte para prioridad en el orden de votación incluyen, pero no están limitados a, la parálisis, la enfermedad pulmonar, el uso de oxígeno portátil, la deficiencia cardíaca, la limitación severa en la capacidad de caminar debido a la artrosis, la neurología o la osteopatía, la confinamiento en silla de ruedas, la artrosis, el problema de los pies, la incapacidad para caminar 200 pies sin parar para descansar, o el uso de una ortesis, bastón, andador, o otro dispositivo de asistencia.
 Votantes que tienen derecho priorizado en el orden de votación, y se acepta para votar, serán dados la misma prioridad para el resto de la elección, a menos que el oficial de votación ejerza la opción de dar prioridad en el orden de votación a otro votante.

32

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.

33

ASSISTING A VISUALLY IMPAIRED VOTER

- Become familiar with the ADA keypad and headphones that comes with every Express Vote and Express Touch 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 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.

34

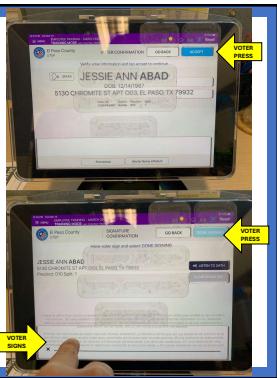
WHAT ABOUT VOTERS WITH DISABILITIES AND TECHNOLOGY?

- 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 cell phone to translate verbal communication into sign language, allowing the voter to understand communication by an Election Worker.** 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.

35

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.



36

EXIT POLLING

- The Early Voting Judge may allow non-disruptive exit polling within the 100-foot boundaries surrounding the Early Voting Location.
- The Early Voting 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 Early Voting Location.
- The Early Voting 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](#)

37

ELECTIONNEERING

Also known as Campaigning

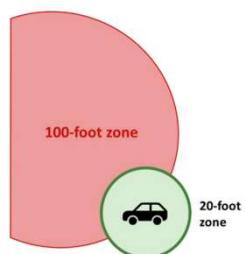
- Post distance markers 100 ft. in each direction from all entrances through which voters may enter the building in which an Early Voting Location is located (Texas Election Code, Sections [61.003\(a\)](#) and [62.010\(a\)](#)).
- It is unlawful for any person to electioneer or loiter within the boundary 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 location will be provided with **two large distance marker cones**. You must place them 100 feet from each entrance through which voters may enter the building.



38

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 polling location but could possibly be extended if your designated curbside spot is on the edge of the 100-foot zone.



39

ELECTIONNEERING

- 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 Early Voting Location 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 Early Voting, it is prohibited to electioneers, 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 Early Voting binder.

40

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 Early Voting Judge with a "Poll Watcher's Certificate of Appointment" and "Certificate of Completion." Early Voting 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 [6.023\(7\)](#)).
- must wear a form of identification prescribed by the Secretary of State and provided by the Early Voting Judge or other election officer (Texas Election Code, Section [3.051\(f\)](#)).
- serving at an Early Voting Location may be present at the location at any time it is **open...the watcher may serve during the hours the watcher chooses** (Texas Election Code, Section [3.053](#)).
- **May not** use wireless communication devices (e.g., cell phones) in the voting place (Texas Election Code, 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 [3.052\(b\)](#)).
- **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 [3.051](#)).

41

POLL WATCHERS

- A Poll Watcher must complete the Poll Watcher training administered by the SOS and present the certificate of completion to the Early Voting 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 (e)(ii)). This oath has been added to the certificate of appointment that the poll watcher presents and signs in the presence of the Early Voting 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.

42

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 Early Voting Judge, the watcher may not discuss the matter further with the Clerk unless the Early Voting Judge invites the discussion (Texas Election Code, Section [33.058 \(n\)](#)).
- The new law amended, Texas Election Code 32.075, to provide that an Early Voting 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, an Early Voting Judge may remove a Poll Watcher for a violation of the Penal Code, regardless of whether the Election Judge or Clerk observed the violation. An Early Voting 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.

43

POLL WATCHER OVERVIEW

- 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.

44

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 Early Voting 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.

45

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

46

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 Early Voting 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 Early Voting Judge in accordance with the Election Code.

47

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."

48

De-Escalation Tactics

H.E.A.T.

- H-Hear them out
- E-Empathize
- A-Apologize
- T-Take Action

49

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 Early Voting Location.
- 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.

50

LIMITED BALLOT

Limited ballots are used when a voter has a Texas registration in a county **other than** their new county of residence.

- To be eligible a person must be:
 - A resident of El Paso County
 - A registered voter of another Texas County

A person who applies for and receives a Limited Ballot is only entitled to vote on statewide races and propositions.

Limited ballots are only available during the Early Voting period and only at the **main Early Voting Location**:

Enrique Moreno County Courthouse
500 E. San Antonio Ave., 3rd Floor Atrium
El Paso, Texas 79901



51

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 Early Voting Location, 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**.

52

ACCEPTABLE FORMS OF PHOTO ID

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

53

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.



54

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.



55

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.



Designation of (E) next to VUID number

56

ACCEPTABLE FORMS OF PHOTO ID EXPIRATION DATES

- An acceptable photo ID must not have expired more than four (4) years before being presented at your location, unless the voter falls under **Election Advisory No.2018-08**.
- Examples of acceptable photo ID cards that 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.

57

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.

58

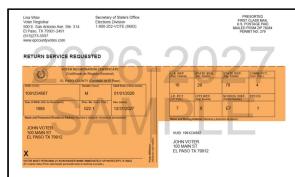
ACCEPTABLE SUPPORTING FORMS

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)

59

VALID VOTER REGISTRATION CERTIFICATE

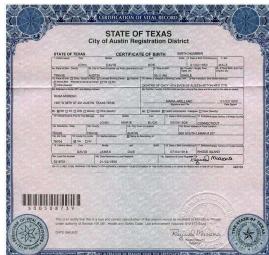


60

CERTIFIED BIRTH CERTIFICATE

(must be an original)

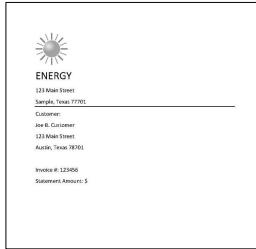
- It may be from another state or country, does not have to be from Texas.
- It must not be a copy of a certified copy.



61

COPY OF OR ORIGINAL CURRENT UTILITY BILL

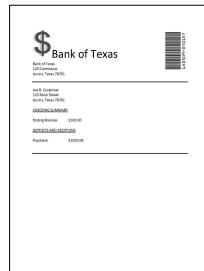
- It may be a copy or printout.
- To be current, the utility bill must be the most recent version or **at least dated within two (2) months** of the date it is presented to an Election Worker.
- The address on the utility bill does not have to match the address on the **E-Poll Book**.



62

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**.



63

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](#).



64

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](#).



65

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 must be an address of the voter. It does not have to match the address on the [E-Poll Book](#).

66

REASONABLE IMPEDIMENT DECLARATION

- The voter must indicate one of the following impediments:
 - Lack of transportation
 - Disability or illness
 - Lack of birth certificate or other documents needed to obtain form of photo ID
 - Work schedule
 - Family responsibilities
 - Lost or stolen identification
 - Acceptable form of photo ID applied for but not received

67

Example

REASONABLE IMPEDIMENT DECLARATION
TO BE COMPLETED BY VOTER

1 Name: John Voter

REASONABLE IMPEDIMENT DECLARATION
A person is subject to prosecution for perjury under Chapter 37, Penal Code, or Section 63.0013 of the Texas Election Code for providing false or misleading information on this Declaration. By signing this Declaration, the voter certifies that the information provided is true and accurate to the best of the voter's knowledge. The voter is responsible for providing an acceptable form of photo identification listed in Section 63.0013 of the Texas Election Code.

What are the impediments listed in the following section?

2 **Check at least one box:**

Lack of transportation Disability or illness
 Lack of birth certificate or other documents needed to obtain acceptable form of photo ID Lost or stolen identification
 Lack of or incorrect identification Acceptable form of photo ID applied for but not received

The recommendation of your impediment listed on the questionnaire

3 **X** John Voter 02/17/2026

4 **Print voter's name and voter number (if applicable)**

5 **Witness** Malissa Borders

6 **The voter provided a copy or original of one of the following forms of identification:**
 Certify copy of a document from a U.S. state or territory birth certificate or a document confirming birth date and place of birth or the date when the voter's identity was last used for a foreign birth document.
 Driver's license
 Government check
 Government document that shows the voter's name and an address (including the voter's voter registration address)
 Paycheck
 Bassett 02/17/2026

REASONABLE IMPEDIMENT DECLARATION
TO BE COMPLETED BY ELECTION JUDGE

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 Daily Folder.

68

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 in 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 Sec. 63.0013 of the Texas Election Code.

69

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, [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.

71

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 initials 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

73

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.

74

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 to 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!**

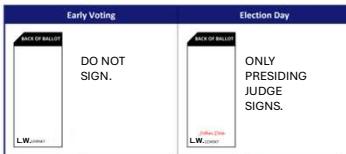
75

ACTIVATION CARD

- The Early Voting Clerk's initials (L.W.) are pre-printed on the back of each activation card used at the Early Voting Location. The Early Voting Judge does not need to sign his or her full name on the back of the activation card.

ELECTION DAY ONLY:

- 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.
 - **Clerks** cannot sign the Presiding Judge's name.



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

76

E-POLL BOOK TRAINING



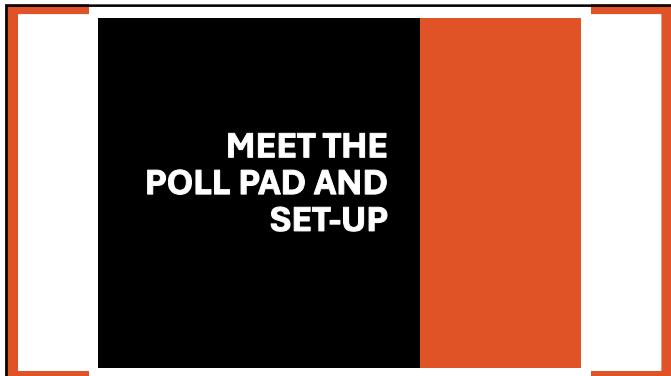
MARCH 2026 PRIMARY ELECTION

77

TURN ON YOUR HOTSPOT FIRST!



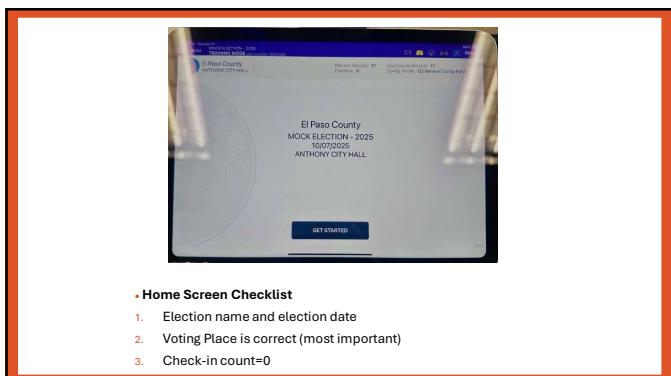
78



79



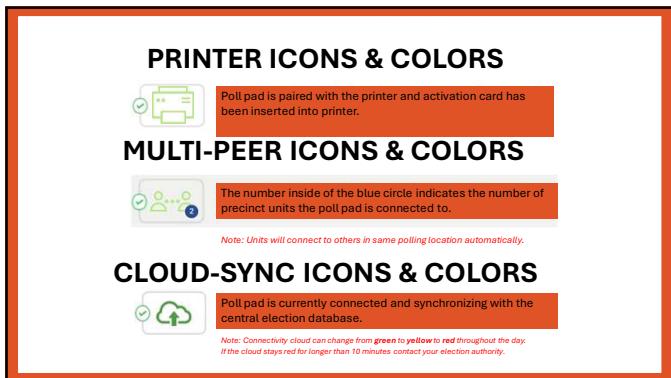
80



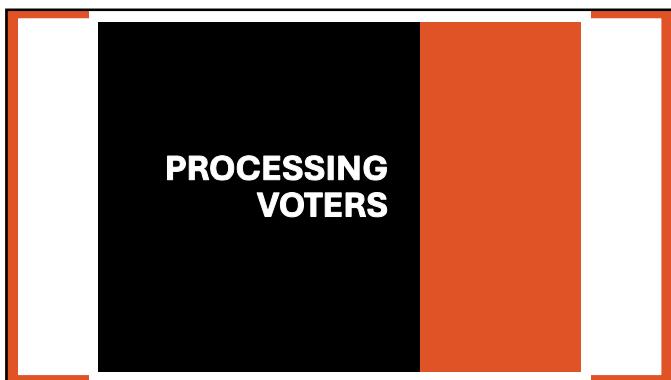
- Home Screen Checklist

1. Election name and election date
2. Voting Place is correct (most important)
3. Check-in count=0

81



82



83



84

SCAN VOTER TEXAS ID

- The only ID's that can be scanned are Texas ID's (Driver's License or Identification Card) **DO NOT SCAN OUT OF STATE ID'S.**
- Place his or her Texas ID (with the barcode facing the camera) onto the ID tray. If the camera is unable to scan the voter's TX ID or if the ID is not placed onto the ID tray within five seconds, the Poll Pad will display "Barcode Scan Failed." If this occurs, find the voter using the manual search method.



85

HANDS-ON TRAINING

86

FIRST NAME: DIANA
 LAST NAME: PRINCE
 ADDRESS: 5130 CHROMITE ST. APT 003
 EL PASO, TX 79932
 DOB: 12/14/1987

ACTIVE

87

SUSPENSE

FIRST NAME: BRUCE

LAST NAME: WAYNE

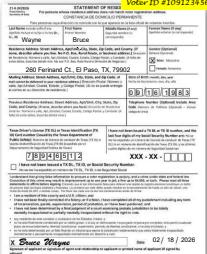
ADDRESS: 260 FERINAND CT.
EL PASO, TX 79932

DOB: 09/16/1983

88

STATEMENT OF RESIDENCE

Voter ID #12094223906



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.

89

PROVISIONAL-NO PHOTO ID

FIRST NAME: BARRY

LAST NAME: ALLEN SR.

ADDRESS: 6161 DONIPHAN DR.
EL PASO, TX 79932

DOB: 7/15/1942

90

91

AFFIDAVIT OF PROVISIONAL VOTER

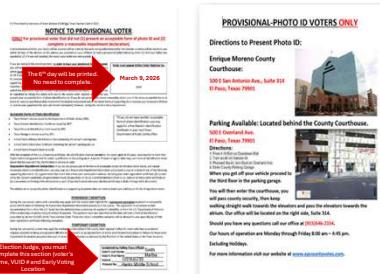
92

93

DO NOT COMPLETE THIS SECTION AT YOUR VOTING PLACE!

93

EXAMPLE OF NOTICE TO PROVISIONAL VOTER & MAP
ONLY FOR PROVISIONAL **PHOTO ID** VOTERS



94

SUPPORTING ID

FIRST NAME: DICK

LAST NAME: GRAYSON

ADDRESS: 241 WESTVALE CT.
EL PASO, TX 79932

DOB: 3/19/1959

95

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)

96

97

ABSENTEE SENT

98

99

The diagram illustrates the process for canceling a ballot by mail. It features a large yellow arrow pointing from the envelope to the application form, and another yellow arrow pointing from the application form to the voter registration card. The envelope is labeled "ENVELOPE FOR REQUESTS AND CANCELED BALLOTS". The application form is titled "REQUEST TO CANCEL BALLOT BY MAIL FOR USE IN THE POLLING PLACE". The voter registration card is titled "VOTER REGISTRATION CARD". All three documents contain fields for voter information, including name, address, and election date. A note at the bottom of the application form states: "Note: The "Request to Cancel Application for Ballot by Mail" and all surrendered ballots must be returned in the "Envelope for Requests and Canceled Ballots".

100

ABSENTEE RECEIVED
FIRST NAME: KATE
LAST NAME: KANE
ADDRESS: 7137 CANARY CT.
EL PASO, TX 79932
DOB: 1/28/1944

101

PRIVACY

102

MAIL BALLOT REQUESTED

- The voter may cancel his/her mail ballot and cast a regular ballot at your location 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/return envelope 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.

103

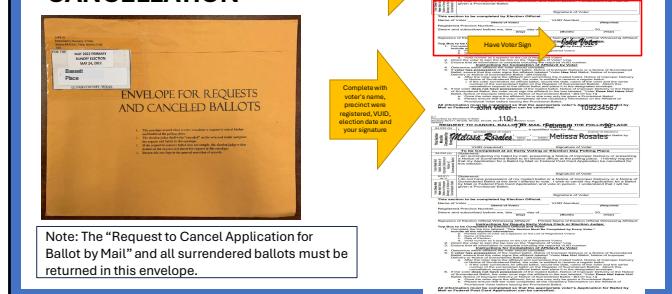
SURRENDER BALLOT BY MAIL



- 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 Early Voting Location.
- If voter does not have any of the documents mentioned above, **you must offer him/her to cast a provisional ballot.**

104

BALLOT BY MAIL CANCELLATION



105

106

107

PROVISIONAL VOTER

108

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 accept the voter's ballot.
6. A voter who does not fill in 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 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 an acceptable form of photo ID, an acceptable supporting form of photo ID, enter a Reasonable Impediment Declaration, and present a form of identification 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.



109

PROVISIONAL PROCEDURE

- If the voter believes they are registered, the Early Voting 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.

110

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.

111

NOT REGISTERED TO VOTE/DID NOT MEET REGISTRATION DEADLINE

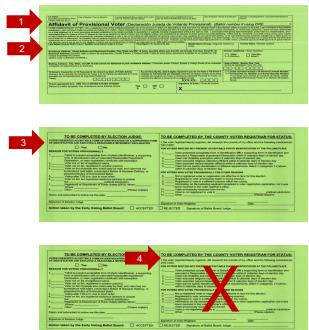
All provisional voters must be checked-in on the E-Poll Book, for those voters that:

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 for those voters to be added to the E-Poll Book.

112

AFFIDAVIT OF PROVISIONAL VOTER

- **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.



113

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

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

- Name
- Date of birth
- Address
- ID/Social Security (one or the other or both)
- Citizenship question
- Voter signature

**AFFIDAVIT OF PROVISIONAL
VOTER
(CONTINUED)**



**TURN THE AFFIDAVIT OF
PROVISIONAL VOTER AROUND**

114

115

AFFIDAVIT OF PROVISIONAL VOTER (CONTINUED)

116

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” 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.

117

NOTICE TO PHOTO ID PROVISIONAL VOTER

Texas Election Code, 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

118

ONLY FOR PROVISIONAL PHOTO ID VOTERS

PROVISIONAL-PHOTO ID VOTERS ONLY

Directions to Present Photo ID:

Enrique Moreno County South

Parking Available: Located behind the County Courthouse
500 S. Overland Ave.
El Paso, Texas 79901

Directions:

- From I-10, take the 1st exit (Dyer Street) west.
- Turn south on Kansas St.
- Turn right on Overland Ave.

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

When you get off the third floor you will pass county security, then keep walking straight walk towards the elevators and pass the elevators towards the



Directions:
1. From I-15 Exit on downtown belt
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.

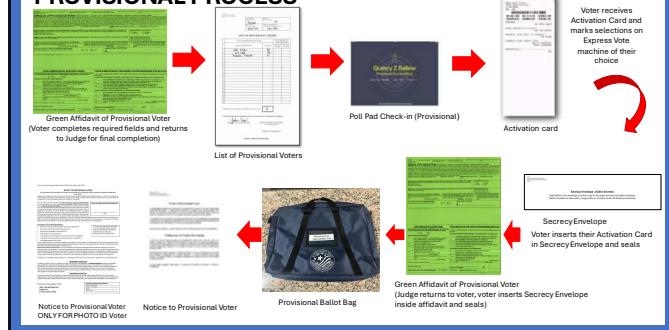
You will then enter the courthouse, you will pass county security, then keep walking straight walk towards the elevators and pass the elevators towards the atrium. Our office will be located on the right side, Suite 314.

Should you have any questions call our office at **(915)548-2154**.
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.

119

PROVISIONAL PROCESS



120

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 Express Vote 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.

121

WHAT IS CURBSIDE VOTING?

RESERVED FOR CURBSIDE VOTING RESERVADO PARA VOTACIÓN EN LA ACERA

CALL OR TEXT TO REQUEST ASSISTANCE
PULSE O CALLAR O TEXTO PARA SOLICITAR ASISTENCIA

If a voter is physically unable to enter your 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 Early Voting Location (Texas Election Code, Section [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 polling 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, Section [64.032\(c\)](#)); 42 U.S.C. 1973aa-6).

You will receive **one A-Frame sign** for your Early Voting Location.

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, 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.

122

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 Express Vote 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!



123

CURBSIDE VOTER STATEMENT

- 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 Section 1.022, Election Code. Therefore, I am requesting to vote outside the polling location."

124

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

Prescribed by Secretary of State Texas State Election Code	Term of Doctor Primary Secondary Tertiary	Term of Doctor Primary Secondary Tertiary Courthouse County Clerk District Clerk Luis Wite	Police Location Courthouse County Clerk District Clerk Luis Wite
INFORMATION OF PERSON WHO PROVIDED TRANSPORTATION		INFORMATION OF PERSON WHO PROVIDED TRANSPORTATION	
TO A TOTAL OF SEVEN (07) BONA FIDE CONSTITUENTS DURING EIGHT (08) ELECTIONS AND ELECTION DAY INQUIRIES OF THE PERSON DETAILED ON THIS FORM. THE PERSON PROVIDED TRANSPORTATION FOR SEVEN (07) VOTERS, SEVEN (07) ELECTION DAY INQUIRIES AND ONE (01) ON THE DAY OF THE ELECTION.		TO A TOTAL OF SEVEN (07) BONA FIDE CONSTITUENTS DURING EIGHT (08) ELECTIONS AND ELECTION DAY INQUIRIES OF THE PERSON DETAILED ON THIS FORM. THE PERSON PROVIDED TRANSPORTATION FOR SEVEN (07) VOTERS, SEVEN (07) ELECTION DAY INQUIRIES AND ONE (01) ON THE DAY OF THE ELECTION.	
Designated Person Name Address Phone Relationship to voter Comments about voter or voter's preference to travel	Designated Person Name Address Phone Relationship to voter Comments about voter or voter's preference to travel	Address of Person Provided Transportation Name Address Phone Relationship to voter Comments about voter or voter's preference to travel	Address of Person Provided Transportation Name Address Phone Relationship to voter Comments about voter or voter's preference to travel
<i>Luis Robles</i>	<i>Luis Robles</i>	<i>123 Main St., El Paso, TX 79901</i>	<i>123 Main St., El Paso, TX 79901</i>
INSTRUCTIONS		INSTRUCTIONS	
<p>A person who provides transportation to 7 or more constituents during a single day, riding in a car or other vehicle, may complete and sign this form for each constituent. A person who provides transportation to 7 or more constituents during a single day, riding in a car or other vehicle, may complete and sign this form for each constituent. A person who provides transportation to 7 or more constituents during a single day, riding in a car or other vehicle, may complete and sign this form for each constituent.</p> <p>A person certifies a Class A Misdemeanor if the person intentionally fails to complete this form.</p>			
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.

125

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](#)).

126

127

128

USING ENGLISH & INTERPRETERS

129

<p>Caro/a Presidente de la Junta Electoral o de la Oficina de Elección, Por favor, rellene la información que aparece a continuación para la votación por correo. Por favor, devuelva la boleta de votación por correo a la Oficina de Elección o a la Junta Electoral más cercana a la hora de votar.</p> <p>OATH OF INTERPRETER Dato de Interprete: "Yo swear to affirm that I will correctly interpret and translate each question, answer, or statement made at the election, to the voter, in Spanish, and that I will do the same in English, if requested by the voter." "Yo juro a jurar que interpretaré y traduciré de una manera correcta cada pregunta, respuesta o declaración hecha en la votación, al votante, en español, y que lo haré en inglés, si el votante lo solicita." 63-032020</p> <p><i>Luc Lopez</i></p> <p>IMPRENTA: 1. Firmar la boleta de votación para el Oficial de Interpretación. 2. Firmar la boleta de votación para el Oficial de Elección. 3. Hacer que el intérprete firme la boleta.</p> <p>The above notarized oaths are sworn and subscribed to before me this _____ day of _____, 20_____. Signature of Election Officer Official Name of Election Officer</p> <p>RETURN INSIDE ENVELOPE #2</p>	<p>Form of Election _____ <input checked="" type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Primary and General</p> <p>OATH OF INTERPRETER Dato de Interprete: "Yo swear to affirm that I will correctly interpret and translate each question, answer, or statement made at the election, to the voter, in Spanish, and that I will do the same in English, if requested by any election officer or an election office by the voter." "Yo juro a jurar que interpretaré y traduciré de una manera correcta cada pregunta, respuesta o declaración hecha en la votación, al votante, en español, y que lo haré en inglés, si el votante lo solicita." 19th February 26</p> <p><i>Melissa Rosales</i></p> <p>IMPRENTA: 1. Firmar la boleta de votación para el Oficial de Interpretación. 2. Firmar la boleta de votación para el Oficial de Elección. 3. Hacer que el intérprete firme la boleta.</p> <p>The above notarized oaths are sworn and subscribed to before me this _____ day of _____, 20_____. Signature of Election Officer Official Name of Election Officer</p> <p>RETURN INSIDE ENVELOPE #2</p>
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130

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.**

131

132

FBI Furnished by Secretary of State Section 64.21, Texas Election Code 02/03		Polling Location YWCA-WEST 1000 W. 23rd Street Austin, TX 78701 Date of Election 3/9/2026 Polling Location Lila Wise													
SPOILED BALLOT (CURBSIDE PROVISIONAL VOTER)															
REGISTER OF SPOILED BALLOTS <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Ballot Serial Number</th> <th style="width: 30%;">Name of Voter</th> <th style="width: 10%;">Spoiled by</th> <th style="width: 10%;">Signed by Polling Location Official</th> </tr> </thead> <tbody> <tr> <td>0000002</td> <td>Jonathan Marquez</td> <td>YES</td> <td>NO</td> </tr> <tr> <td colspan="4" style="height: 100px; vertical-align: top;"></td> </tr> </tbody> </table>				Ballot Serial Number	Name of Voter	Spoiled by	Signed by Polling Location Official	0000002	Jonathan Marquez	YES	NO				
Ballot Serial Number	Name of Voter	Spoiled by	Signed by Polling Location Official												
0000002	Jonathan Marquez	YES	NO												
  <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p><i>Spoiled</i></p> <p>Write "Spoiled" on the ballot</p> </div> <div style="text-align: center;">  <p>Insert spoiled ballot and register inside Spoiled Ballots Envelope</p> </div> </div>															
<p>I, the undersigned Presiding Judge of the election named herein, do hereby certify that the above and foregoing is a true and correct Register of Spoiled Ballots for the above mentioned election.</p> <p>Given under my hand this <u>20th</u> day of February, <u>2026</u>.</p> <p>Given under my hand this <u>20th</u> day of February, <u>2026</u>.</p> <p>Felipe Ramirez Signature of Presiding Judge Felipe Ramirez Printed Name of Presiding Judge</p>															

133

EARLY VOTING SEAL LOG			
LOCATION	Commissioner's corner		
FUNCTION	Regular & Special Election		
NAME	275507	NUMBER	565747755
ADDRESS	1000 N. 10th Street, Suite 1000, Phoenix, AZ 85004	PHONE NUMBER	(602) 502-2100
MAILING ADDRESS	60208874	MAILING NUMBER	18882928
MAILING ADDRESS	60208874	MAILING NUMBER	60473322
EXPIRATION DATE			
1	60278544	604179019	565746541
2	60278545	604179020	565746544
3	60278546	604179021	565746546
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
LAST NAME, FIRST NAME, MIDDLE NAME (LAST NAME, FIRST NAME, MIDDLE NAME)			
1	60278547	604179024	565746547
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
RETURN ENVELOPE ADDRESS			
POLLING PLACE		POLLING PLACE	
POLLING PLACE		POLLING PLACE	
RETURN ENVELOPE ADDRESS			

134

135

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 on the first day, verify that the serial number on the clip matches the serial number on this form; two initials are required.
- During closing procedures on the last day, seal the ballot bag with a red or white clip seal and write down the serial number on this form.
- This process must be completed by both Election Judges; both judges initial, but only one signature is required during closing procedures on the last day.
- Return the executed form inside Envelope #2.

Notary Seal/Attestation

EARLY VOTING ACTIVATION CARDS - SEAL LOG

Early Voting Location: **Bethel Park** Election Date: **3/3/2026**

Early Voting Judge: **Debbie Jones** Seal Opening: **Ball Opening** was marked below matches to seal opening and closing procedures. Indicated by a yellow checkmark.

During closing procedures and on a daily basis, review the "Activation Cards Ballot Bag" with a RED CLIP SEAL, and replace the serial number on the clip with the serial number on this log. Seal the ballot bag with a red or white clip seal.

On the last day, only the Early Voting Judge may open the ballot box.

Date	Serial	Serial	Serial	Serial
Day 1 03/01/2026	10923847	10923847	10923847	10923847
Day 2 03/02/2026	10923848	10923848	10923848	10923848
Day 3 03/03/2026	10923849	10923849	10923849	10923849
Day 4 03/04/2026	10923850	10923850	10923850	10923850
Day 5 03/05/2026	10923851	10923851	10923851	10923851
Day 6 03/06/2026	10923852	10923852	10923852	10923852
Day 7 03/07/2026	10923853	10923853	10923853	10923853
Day 8 03/08/2026	10923854	10923854	10923854	10923854
Day 9 03/09/2026	10923855	10923855	10923855	10923855
Day 10 03/10/2026	10923856	10923856	10923856	10923856
Day 11 03/11/2026	10923857	10923857	10923857	10923857
Day 12				
Day 13				
Day 14				
Day 15				
Day 16				
Day 17				
Day 18				

Early Voting Judge Signature:



RETURN INSIDE ENVELOPE #2

136

An image of a white activation card with a blue border. The card contains the following text:

DEMO COUNTY TEXAS
ELECTION DAY: NOV. ELECTION
11/06/04
100
100
GOVERNOR: REP PETE SAKS
STATE SENATOR: REP DEBORAH BROWN SHAW
FAVORITE TEXAS POINT OF INTEREST: DALLAS
FAVORITE TEXAS SPORTS TEAM: DALLAS MAVERICKS
PROPOSITION 1: REP PETE SAKS

137

VOTING MACHINES & SIGNS

138

EL PASO COUNTY ELECTIONS DEPARTMENT	
Ballot Machine Chain Of Custody Form	
Election Date: 08/06/2024	
Vote Center: <u>Bosque Place</u>	
Time of Verification by Judge: <u>10:00 am</u>	
Express Vote Machines Count:	<u>10</u> DSQW Count: <u>1</u>
Certified Express Vote Count: <u>1</u>	
Confirmed Location-Elections Judge Initials: <u>AS-AW</u>	
Judge's Signature Verifying Voting Equipment: <u>Melissa M. Minton</u>	
Title: <u>X</u> <u>Spouse</u>	
Return in Envelope # 2	

139



YELLOW CANVAS BAG

- Place the **VOTED ACTIVATION CARDS** extracted from the **BLUE BALLOT BOX** in the **Yellow Canvas Bag**. The Early Voting Supervisor assigned to your location will pick-up bag daily during the Early Voting period, (except for last day).

140

DAILY ENVELOPE

141

ENVELOPE #2

Any completed forms during the Early Voting period must be distributed to appropriate authorities in particular envelopes. The following forms must be placed inside Envelope #2 ready to return on the last day of Early Voting. Unused forms go back inside the Election Forms envelope:

- 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)
- **Chain of Custody Form (NEW)**

142

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."

143

EARLY VOTING DAILY REPORT

Remember:

- Early Voting Judge and Alternate Judge, complete your Early Voting Daily Report and return inside your Return Forms Envelope, form is double-sided.
- For any voting machine or E-Poll Book issues call the Elections Department immediately!
- Main Line: (915) 273-3597.

EL PASO COUNTY ELECTIONS DEPARTMENT EARLY VOTING DAILY REPORT		
Print Name Brandi S. Brub		Call Center Analyst El Paso County, Texas 1-800-392-3636
Date of election or any election/anything else through the day:		
Primary General Runoff Absentee Voting Methods		
Total 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 259 260 261 262 263 264 265 266 267 268 269 269 270 271 272 273 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1874 1875 1876 1877 1878 1879 1879 1880 1881 1882 1883 1884 1885 1886 1887 1888 1889 1889 1890 1891 1892 1893 1894 1895 1896 1897 1898 1899 1899 1900 1901 1902 1903 1904 1905 1906 1907 1908 1909 1909 1910 1911 1912 1913 1914 1915 1916 1917 1918 1919 1919 1920 1921 1922 1923 1924 1925 1926 1927 1928 1929 1929 1930 1931 1932 1933 1934 1935 1936 1937 1938 1939 1939 1940 1941 1942 1943 1944 1945 1946 1947 1948 1949 1949 1950 1951 1952 1953 1954 1955 1956 1957 1958 1959 1959 1960 1961 1962 1963 1964 1965 1966 1967 1968 1969 1969 1970 1971 1972 1973 1974 1975 1976 1977 1978 1979 1979 1980 1981 1982 1983 1984 1985 1986 1987 1988 1989 1989 1990 1991 1992 1993 1994 1995 1996 1997 1998 1999 1999 2000 2001 2002 2003 2004 2005 2006 2007 2008 2009 2009 2010 2011 2012 2013 2014 2015 2016 2017 2018 2019 2019 2020 2021 2022 2023 2024 2025 2026 2027 2028 2029 2029 2030 2031 2032 2033 2034 2035 2036 2037 2038 2039 2039 2040 2041 2042 2043 2044 2045 2046 2047 2048 2049 2049		

144

DELIVERY OF FLASH DRIVE

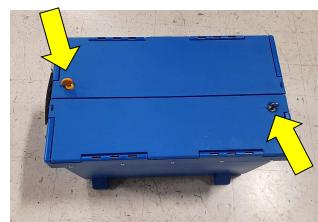
- After closing your location, the Early Voting Judge and Alternate Judge **must remove the flash drive from the DS200**. See "DS200 Closing Procedures" on binder for instructions.
- Place **flash drive** inside **yellow bank bag**. Judges, you **must** lock the **yellow bank bag** with red seal provided inside the clear pouch.
- Sealed bank bag **must** be delivered with the rest of the election supplies to Justice Warehouse.
- If you forget the flash drive, you will be required to return to your Early Voting Location to retrieve that flash drive and bring it to the warehouse. This is the law!



145

DS200-BLUE BALLOT BIN

- This process is **ONLY for Early Voting Locations**:
- The blue bin must be locked every night with both the silver key and the yellow key. This will ensure that once it's empty, no ballots are being inserted until opening procedures the next day.
- Voted ballots will be picked up every night by your assigned Early Voting Supervisor (Rover).



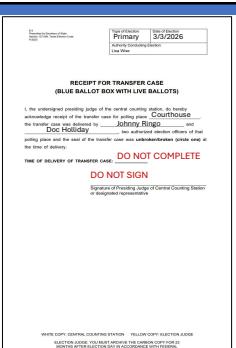
146

RECEIPT FOR TRANSFER BALLOT BOX

Early Voting Judge:

- Only complete top right box and print the name of your Early Voting Location, your name and the name of your Alternate Judge.
- DO NOT SIGN OR WRITE TIME IN.** 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.



147

REPUBLICAN PARTY CONVENTION FORM

- The Republican Party Convention form must be available at your qualifying table at all times.
- On the back of the form:
 - Write the voter's precinct number
 - Highlight their precinct convention location
 - Print the voters name and date the form was completed
 - Poll Worker: Write your initials and your title
- After the Poll Pad check-in, provide each voter with their Party Convention form along with their activation card.
- Every Republican voter **MUST** receive their convention form as required by law.

148

DELIVERY OF EARLY VOTING SUPPLIES

149

<h1>EARLY VOTING LAST DAY GUIDE</h1> <p>Preparing to leave your location on the <u>last day</u> of Early Voting:</p> <ul style="list-style-type: none"> • Items listed on this form must be at the very top of the bag. • This form will be available in the back of your Early Voting binder. <p>Note: The red bank bag has been replaced with the yellow bank bag.</p>	<h2>EARLY VOTING LAST DAY GUIDE</h2> <p>THE FOLLOWING ITEMS ARE TO BE PLACED INSIDE YOUR EARLY VOTING BAG AT THE TOP</p> <p>Return Form Envelope Early Voting Return Form Voting Daily Report, Residential Implementation Information, Early Voting Last Day Guide, and Other Voter Connection Response Form</p> <p>Canceled Ballots Envelope Early Voting Canceled Ballot Early Voting Canceled Ballot Any unopened ballots by mail and any unopened early voting ballots by mail</p> <p>Sealed Ballot Envelope Early Voting Ballot Early Voting Ballot Any sealed ballots by mail and any sealed early voting ballots by mail</p> <p>Yellow Bank Bag Early Voting Bank Bag Bank deposit slip Bank deposit slip Bank deposit slip Bank deposit slip Bank deposit slip</p> <p>Orange Bag Removing system bags Removing system bags Removing system bags Removing system bags</p> <p>Black Bag Early Voting Black Bag Black Bag Black Bag Black Bag Black Bag</p> <p>Blue Provisional Ballot Bag Early Voting Blue Provisional Ballot Bag Early Voting Blue Provisional Ballot Bag</p> <p>Red Bank Bag Early Voting Red Bank Bag Red Bank Bag Red Bank Bag Red Bank Bag Red Bank Bag</p> <p>THESE ITEMS ARE TO BE RETURNED ALONG WITH EARLY VOTING BAG</p> <p>TRASH CAN AND WRECKS REMAIN AT THE EARLY VOTING PLACE Trash can or inferior waste products are to be left at Early Voting stations, how and when</p> <p>Early Voting Judge and Alternate: Your kit bag and all poll books must be dropped off at the Justice Warehouse located at 3850 Justice, El Paso, Texas 79936.</p> <p>Released 09/27/2023</p>
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150



END OF TRAINING

For more information or questions regarding this training contact Marco Covarrubias, Training Coordinator Supervisor at M.Covarrubias@epcounty.com.