

**Disclaimer:**

This guide is designed for informational purposes only. It is not legal advice and is not intended to create an attorney-client relationship. The Election Protection Coalition does not warrant any information contained in this guide, nor does the Coalition suggest that the information in this guide should be used as a basis to pursue legal advice or decision making.

**Questions Involving Access to the Ballot:**

**1. It is after 7:00 a.m. and the polling place is not open.**

Immediately contact the County Elections Office or a Commander to report the problem.

If the polling place is open at 7:00 a.m. but the voting machines have not arrived, call a Commander immediately. Voters should be permitted to vote by paper ballots (preferably) or by provisional ballots if there are no machines available.

**2. It is 8:00 p.m., my precinct is closed or closing, and they will not let me vote, what should I do?**

Immediately contact the County Elections Office or a Commander to report the problem.

**3. There are equipment problems at my precinct and I cannot vote. What should I do?**

Encourage the voter to ask to vote by a back-up paper ballot or by provisional ballot. If a caller reports problems with machines, immediately contact the Electronic Frontier Foundation representative at the call center to walk you through the appropriate steps to solve the machine problem.

**4. How do I report concerns about the voting process including concerns about polling place accessibility or accessible voting equipment?**

If you have questions or concerns about the voting process, including polling place accessibility or accessible voting equipment, you may contact your municipal clerk.

You can check the Listing of all Wisconsin Municipal Clerks to find contact information for your municipal clerk. Use the "Find" command on your Web Browser's "Edit" menu to search for a specific municipal clerk (or go to

<http://elections.state.wi.us/docview.asp?docid=10506&locid=47>) . This listing contains telephone and fax numbers as well as addresses.

You may also contact the State Elections Board by telephone or email  
Phone: 608-266-8005  
Email: [gab@wi.gov](mailto:gab@wi.gov)

## **5. Is my polling place accessible?**

Yes, it should be. The Help America Vote Act (HAVA) requires that every polling place in the State of Wisconsin must meet Americans with Disabilities Act (ADA) accessibility standards on Election Day. An elector who, as a result of a disability, is unable to enter the polling place may elect to receive a ballot at the entrance of the polling place. If you find or you have reason to believe that your polling place is not accessible, please contact your municipal (i.e., city, village or town) clerk immediately.

## **Identification and Provisional Ballots:**

### **1. I do not have any identification with me. Can I vote?**

Yes, by regular ballot without providing proof of your identity or residence if you are not a first time voter in the municipality and if your name is on the list of registered voters.

Yes, by provisional ballot if you are a first-time voter who does not have proper identification and is not eligible to register on Election Day, or if you are a first-time voter who does not have proper identification, is not eligible to register on Election Day, and the poll list indicates proof of residence is required.

However, the voter may register to vote on Election Day at her polling place if she can show proof of residency in the election district for more than 10 days or if another registered elector will verify her eligibility.

If the voter is a first-time voter who did not present acceptable identification at that time, the voter may vote by provisional ballot (and provide proof of residence to the clerk's office by 4:00 p.m. the day following the election). If possible, a voter should be encouraged to go and get an ID and not cast a provisional ballot.

### **2. I am a registered voter who is not on the registration at my precinct. Can I vote?**

Yes, if the voter is qualified and he or she is registered to vote, but his or her name is not on the registration list, he or she can vote if he or she is at the correct location after registering to vote at the polls or signing a certification form and providing proof of his or her residence.

However, confirm that the voter is a qualified to vote, (i.e., meets the age, criminal status and durational residency requirements found in the Wisconsin Voters' Bill of Rights).

**3. Poll workers are turning voters away if they do not have photo ID.**

Report this activity immediately. Voters have the right to vote without providing proof of their identity or residence if they are not first time voters in the municipality and if they are on the list of registered voters.

In addition, call a Commander to assist you to get an attorney dispatched to the polling place. Encourage the voters to go back inside the polling place and demand the right to vote by a regular ballot (unless the voter is a first time voter who has not previously provided a copy of their ID, in which they can vote by provisional ballot).

**4. I have been offered a provisional ballot. What should I do?**

Accept it only after you have exhausted all other options. A provisional ballot is a last resort (e.g. if he or she is a first-time voter who does not have proper identification and is not eligible to register on Election Day, or if he or she is a first-time voter who does not have proper identification, is not eligible to register on Election Day, and the poll list indicates proof of residence is required.)

Then, make sure to inform the voter to validate his or her provisional ballot by completing the registration requirements found in the manual.

**5. What type of information does a provisional voter have to provide?**

If proof of residence is required, the voter must provide one of the acceptable forms of proof of residence.

If the driver's license number is required, the voter must provide the entire license number from his/her Wisconsin driver's license.

**6. What documents can be used for proof of residence?**

Documents you can use as proof of residence include:

- A. A current and valid operator's license
- B. A current and valid identification card
- C. Any other official identification card or license issued by a Wisconsin governmental body or unit.
- D. An official identification card or license issued by an employer in the normal course of business that contains a photograph of the cardholder or license holder, but not including a business card.
- E. A real property tax bill or receipt for the current year or the year preceding the date of the election.

- F. A residential lease if the elector is not registering by mail.
- G. A university, college, or technical college fee or identification card that contains a photograph of the cardholder. Such a card that does not contain the student's current and complete name and residential address as outlined below shall be considered proof of residence if the institution that issued the card provides a certified and current list of students who reside in institution-sponsored housing to the municipal clerk prior to the election and the student presenting the card is included on the list. This list must show the current address of the students.
- H. A utility bill (e.g., gas, electric, cable TV or telephone) for the period commencing not earlier than 90 days before the day registration is made.
- I. A bank statement.
- J. A paycheck.
- K. A check or other document issued by a unit of government.

Whatever form of proof you supply must contain a complete name, including both the first and last name; and a current and complete residential address, including a numbered street address, if any, and the name of a municipality. Forms that have an expiration date must be valid on Election Day in order to constitute acceptable proof of residence at that election.

If you do not have written proof, bring a friend (with identification) who lives in the same municipality. This person can serve as a corroborator (witness) to verify your address.

## **Where to Vote:**

### **1. Where do I vote (for voters who have not moved)?**

In the City of Milwaukee: <http://itmdapps.ci.mil.wi.us/electedreps/electrep.jsp>

In the City of Madison: <http://www.ci.madison.wi.us/election/voter/Where.cfm>

For all other municipalities contact the municipal clerk at:  
<http://elections.state.wi.us/docview.asp?docid=10506&locid=47>

### **2. I have moved within the OLD or NEW POLLING PLACE or NEW or OLD WARD or MUNICIPALITY and have not updated my address for voter registration purposes. Where should I vote?**

At your NEW POLLING PLACE, if you did register to vote and your name is not on the registration list, if you are at the correct location after registering to vote at the polls or signing a certification form and providing proof of your residence.

In your NEW WARD or MUNICIPALITY if you have moved between wards or municipalities after the registration deadline, but at least 10 days before the election.

In your OLD WARD or MUNICIPALITY if you moved within 10 days of the election and cannot vote in your new ward or municipality.

## **Assistance at the polls:**

### **1. I am physically disabled and need assistance; will my polling place be accessible?**

Yes, you have a right to vote at an accessible polling place if you are elderly or handicapped. If our polling place is not accessible then your local election officials can reassign you to one that is accessible.

In addition, you can request assistance when voting if you cannot read or write, have difficulty understanding English, or you are blind or otherwise physically disabled as long as it is from anyone except your employer or an agent of your employer, or an officer or agent of your union.

Further, request use of a paper ballot if you cannot use the voting machine due to your disability.

Wisconsin law requires that each polling place be accessible to physically disabled voters, but many are not. If a voter reports that a polling place is not accessible to the handicapped, please call a Commander to assist you so an attorney can get in touch with the responsible election official to report the problem immediately.

### **2. I am blind, physically disabled, or cannot read English and require assistance at the polls in order to vote. Can I get assistance at the polls?**

Yes, a voter requiring assistance at the polls when voting that is blind, physically disabled, or cannot read or write English and requires assistance can get assistance as long as it is from anyone except your employer or an agent of your employer, or an officer or agent of your union.

If a poll worker refuses to allow a disabled or language minority voter to bring a person of their choice into the voting booth contact a Commander to assist you.

### **3. I want to bring my minor child into the poll booth with me, can I?**

Yes, you can bring your minor child or minor ward into the voting booth with you.

## **Miscellaneous Issues:**

### **1. I have been approached by candidates or others at the polls.**

All poll monitors, including Election Protection volunteers, must stay at least 100 feet from the entrance to the polling place; they can solicit you if they comply with this rule. If they are violating the 100-foot requirement, contact a Commander to report the problem. Let them know the extent of the problem and work with them to assess if calling an election official is necessary.

**2. What if I requested an absentee ballot but I want to vote in person on Election Day?**

As long as the voter has not already submitted the absentee ballot, and is otherwise qualified, they should be allowed to vote in person by regular ballot

**3. There are people at the polls trying to intimidate voters.**

Contact a Commander to assist you immediately. Then, gather as much information from the voter as possible. After hanging up with the caller, call back the Commander to assist you and give details to the attorney.

**4. If I believe I have witnessed discrimination or intimidation in the voting process, how do I report this?**

Contact a Commander immediately. An attorney will be dispatched to the polling place. If the voter agrees, put them on hold while you call the Commander so they can send an attorney to the location immediately. Then, gather as much information from the voter as possible. Also, alert the call center manager.

**5. What do I do if a problem happened while I was trying to vote and I feel I was treated unfairly or discriminated against?**

You have the right to file a complaint with the Government Accountability Board. However, most people are able to resolve their complaints informally. We suggest you may want to follow the steps below as a starting point to resolve your concern.

Call or write your municipal (i.e., city, village or town) clerk's office to let them know about the problem. The clerk's office may be able to resolve your concern right away.

Find your municipal clerk at:

<http://elections.state.wi.us/docview.asp?docid=10506&locid=47>

If you still have problems, you can call the State Elections Board at (608)266-8005

**7. If a person is causing disruption at the polling place, at what point can the chief inspector call law enforcement for assistance?**

The chief inspector is in charge of keeping order at the polling place. If a person is interfering with the orderly conduct of the election, the chief inspector may ask that

person to leave the polling place. If the person refuses, the inspectors may seek assistance from the municipal clerk. If the municipal clerk cannot be contacted, or if the person refuses an order by the municipal clerk, law enforcement may be called.

**8. Are election inspectors required to patrol the outside of the polling place to make sure there is no electioneering within 100 feet of any entrance to the polling place?**

No. However, the inspectors need to address any electioneering issues brought to their attention.

**9. How long may a voter linger at the polling place on Election Day?**

Anyone can remain at the polling place for purposes of observing the election. They may not, however, interfere with the orderly conduct of the election. A candidate must leave the polling place after voting to avoid the appearance of electioneering.

**10. I have a felony conviction. Can I vote?**

Yes. Wisconsin law permits convicted felons to vote so long as they are not currently serving a felony sentence of incarceration, including any period of probation or parole.

**11. I am a college student, can I vote where I go to school?**

Yes, voting residence is the residence the student claims as their home; the residence that qualifies them to vote on a particular ballot. Students must be held to the same eligibility requirements as any other voter in the jurisdiction.

If a student has been turned away at the polls, ascertain if they have fulfilled all of the registration requirements (age, criminal status, durational residency requirements) and that he or she has registered. If so, contact a Commander.