

# 10 Things Every Nevada Poll Worker Should Know

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



## 1 Every Voter Does NOT Need to Show ID to Vote

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

- ✓ Voter's record is flagged "ID Required"
- ✓ Voter is taking advantage of Same Day Registration
- ✓ Voter requested an absentee ballot (note this ID requirement does not apply to "mail ballots" which were sent to every active voter)
- ✓ Voter's signature in the Label Binder does not match the signature on file. Note that if the signature does not match, a voter can also be identified without proof of identification by answering questions verifying the voter's identity (Poll workers should look for reasons to approve a voter's signature, not to disallow). Nevada voters are not otherwise required to show ID in order to vote.

For same-day registrants, the voter must show a current and valid Nevada Driver's License or ID with their current residence. If that ID does not have their current address, the voter must prove their residency with one of the following:

- ✓ Military identification card
- ✓ A utility bill
- ✓ A bank or credit union statement
- ✓ A paycheck
- ✓ An income tax return
- ✓ A statement concerning the mortgage, rental, or lease of a residence
- ✓ A motor vehicle registration
- ✓ A property tax statement
- ✓ OR any other document issued by a governmental agency.

First-time voters that did not provide the necessary identification when registering will need to provide:

- ✓ Current and valid photo ID showing their physical address  
OR
- ✓ a copy of a current utility bill, bank statement, pay check or document issued by a governmental entity, including a check which indicates the name and address of the person but not including a voter registration card.



## 2 Acceptable ID Varies by Circumstance

For a signature matching issue, the voter may provide the following forms of identification:

- ✓ The card issued to the voter at the time he or she registered to vote
- ✓ A driver's license
- ✓ An identification card issued by the Department of Motor Vehicles
- ✓ A military identification card
- ✓ Any other form of identification issued by a governmental agency which contains the voter's signature and physical description or picture.

If you are unsure of the acceptability of a voter's ID, call the Election Worker Hotline at (775) 328-3673 before giving the voter a provisional ballot. If the voter is flagged as requiring to show ID, and does not have an acceptable ID, they can still cast a provisional ballot. Complete a HAVA Provisional Affirmation. Give the voter the receipt and instruct the voter that they have until 5 p.m. on the Friday after Election Day to submit a copy of their I.D. to the Registrar of Voters. Make sure the voter signs the Label Binder and HAVA Affirmation.



### **If a voter is not in the pollbook, it's possible the voter changed their name but did not update their voter registration**

Names can be hyphenated or possibly misspelled. Always use the "less is more" approach. Ask the voter for their first name and birth date. If you find a record using those search criteria, ask the voter to verify the address. If a voter's name or address changed and has not been updated on his or her voter registration, the Voter Registration Clerk is able to assist that voter. Ask the voter to complete a Voter Update Form if they would like to update their address. If you have tried every possible way to locate the voter: Ask the Manager or Assistant Manager to call the Election Worker Hotline. If it is determined that the voter is not listed, the voter may still be eligible to vote a Same Day Registration (SDR) or a HAVA Provisional Ballot.



### **Provisional Ballots are a last resort**

Anyone who cannot vote by regular ballot has the right to vote by provisional ballot. No court order is needed. Ensure that the voter has placed the provisional ballot into the affidavit envelopes, and completed all information on the envelope.



### **Report a voting machine problem immediately**

Anyone who cannot vote by regular ballot Direct voters to other machines and contact your local elections office or the Election Worker Hotline.



### **Voters can vote under their old address if they moved within the county, or take advantage of Same Day Registration**

Same Day Registration requires a voter to present their valid Nevada Driver's license or Nevada Identification card.

**A voter can also vote under their previous address, and complete the Change of Address section of the Voter Update Form during check-in if they moved:**

- ✓ Within their precinct
- ✓ OR from one precinct to another or from one congressional district to another within the same county. The voter must vote in the precinct where they previously resided.



### **Voters have a right to assistance in voting**

ANY Voter may bring a person of their choice to assist them in the voting process. A voter is allowed to ask anyone to assist them in the voting booth as long as the assistant is not the voter's employer, employer's agent or an officer or agent of the voter's labor organization.



### **Take all complaints of voter intimidation seriously**

Voter intimidation is illegal. Voters may not be harassed or coerced by election officials, poll workers, poll watchers, or other voters. Challenges are extremely rare, and categorically limited to residence, identity, voting more than once, or for political party affiliation. If a voter is challenged, contact the Election Worker Hotline: (775) 328-3673. Poll watchers may not speak to voters inside the polling place. The entrance to the polling place must not be impeded. If you see any activity that might be intimidating to a voter, ask the person to please move away from the voter and discontinue whatever it is they are doing. Then, contact the Registrar of Voters' Office immediately at (775) 328-3673. If he person becomes loud, aggressive or otherwise disruptive, please call 911—tell them who you are, where you are and ask for help from a Sheriff's Deputy.



### **Keep track of your supplies**

Pay attention to how many forms, paper, and provisional ballots you have at all times. If your supplies may not be sufficient to support turnout, call your local elections office and ask them to send more. By mid-afternoon on Election Day, take an inventory of your supplies and prepare for a surge of voters at the end of the day.



### **All voters in line at the 7:00 PM closing time must be allowed to vote**

Verbally announce to voters still in line at 7:00 PM that they are still entitled to vote and may drop off a ballot. Only after all the voters have finished voting and have exited the polling place should you complete all end-of-day procedures. Poll watchers and candidates may observe the end-of-day procedures in the polling place after the close of the polls.