

Quick Guide for Assisting Provisional Voters Who Return to the Polls with ID before 8 p.m.

Revised 4/2018

1. **Issue the voter a voter slip number**, and record the voter slip number on the poll book.
2. **Discard provisional ballot and issue a new ballot.**

If the voter is in a hurry, they can insert the ballot marked earlier into the tabulator, but that ballot is not a secret ballot. It is best to have the voter discard their provisional envelope in the discarded ballot envelope, and issue a new ballot to the voter.
3. **Document on the lilac Provisional Ballot Reporting Form:**
 - Method of Providing Information: In-Person
 - Date and Time voter returned to the polls
 - Name of election official who checked the voter's ID
 - Voter slip number issued to the voter (not the PV #)
4. **Document on the incident log of the Inspectors' Statement** that the voter returned with ID and was issued a regular ballot.
5. When reporting your final number of provisional ballots on the Inspectors' Statement at the end of the night, **you will not include this voter in the provisional ballot count.**