

Quick Guide to Checking ID

Review this document before checking IDs for pre-registered voters.
ID is checked at the poll book, per the WI Elections Commission.

Revised 9/2016

1. Be respectful and reasonable as you offer to check a voter's ID while the other officials are looking up his or her name on the poll book.

- ✓ It is not acceptable to make comments about how good or bad someone looks in his or her photograph, or to make comments about changes in weight, hairline, etc.
- ✓ IDs contain confidential information. Observers and other voters are not allowed to examine a voter's ID.
- ✓ Do not handle the voter's wallet.
- ✓ Confidential voters are exempt from showing ID. They will instead present a confidential voter card issued by the City Clerk's Office.

2. Make sure the type of ID is acceptable – one of the following:

- ✓ Wisconsin driver license expiring after 11/4/2014
 - No hole punched through expiration date
 - A license that says "Valid Without Photo" is acceptable; these cards are issued to residents with sincere religious beliefs against being photographed.
- ✓ Wisconsin ID card expiring after 11/4/2014, or non-expiring
 - An ID card that says "Valid Without Photo" is acceptable; these cards are issued to residents with sincere religious beliefs against being photographed.
- ✓ U.S. passport (book or card) expiring after 11/4/2014
- ✓ Military ID card expiring after 11/4/2014, or non-expiring
- ✓ Certificate of naturalization issued within the last two years
- ✓ Unexpired Wisconsin driver license or state ID receipt
- ✓ ID card issued by a federally recognized Indian tribe in Wisconsin
- ✓ Unexpired student ID issued by a Wisconsin accredited college or university
 - Has student's signature
 - Lists an issuance date
 - Expires within 2 years of issuance
 - Accompanied by proof of current enrollment
 - The UW-Madison WisCard does not meet the above requirements, but UW-Madison issues a separate Voter ID card that is acceptable.
- ✓ Unexpired or non-expiring ID issued by Veterans Affairs
- ✓ Citation or notice of intent to revoke or suspend a driver license, dated within 60 days of the election (see Election Official Guide for more information)

3. Make sure the expiration date on the ID is acceptable

- ✓ Expires after 11/4/2014 for Wisconsin driver license, Wisconsin ID, U.S. passport, or military ID
- ✓ Non-expiring Wisconsin ID or military ID is not expired, and is acceptable
- ✓ Unexpired for Wisconsin driver license receipt, Wisconsin ID card receipt, or student ID issued by a Wisconsin accredited college or university
- ✓ Issued within last 2 years for certificate of naturalization
- ✓ Expiration date doesn't matter for ID cards issued by federally recognized Indian tribes in Wisconsin

4. Make sure name reasonably conforms to the poll book

- ✓ The officials looking up the name on the poll book are comparing the name stated to the name on the poll book. They will notify you if the name on the poll book differs from the name stated.
- ✓ Use common sense. An exact name match is not required. Bob conforms to Robert. Peggy conforms to Margaret. Witzel-Behl conforms to Witzel or Behl.

5. Make sure photo reasonably resembles voter, keeping in mind photo may be a decade old.

- ✓ Use common sense.
- ✓ Show dignity and respect.
- ✓ If in doubt, contact the Chief Inspector or call the Clerk's Office (266-4220).
- ✓ Note that two acceptable types of ID will not contain a photograph:
 1. A citation or notice of intent to revoke or suspend a driver license, dated within 60 days of the election.
 2. A State of Wisconsin, Department of Transportation issued, ID card without a photo, issued to someone with a religious objection to being photographed

Reminder – the following are not accepted as voter ID:

- ⊗ Out-of-state driver license or ID
- ⊗ State or Federal government employee ID
- ⊗ Transportation Worker Identification Credential (TWIC)
- ⊗ Homeland Security Trusted Traveler card
- ⊗ Airline or airport issued ID
- ⊗ Employment ID cards
- ⊗ Membership or organization ID
- ⊗ Certificate of citizenship