

Responsibilities for District Board Workers on Election Day To Implement the “Help America Vote Act” (HAVA) of 2002

Requirement for Identification

Starting on January 1, 2003, if a “new voter” has registered but has not properly complied with the HAVA requirements concerning proof of identity during the registration process, the poll book will say “**ID Required**” in the voter’s signature box in the poll book.

If the words “**ID Required**” appear in the signature box, the voter must present a valid form of identification. If identification shows that the person is as represented in the poll book allow the person to vote in the normal way. (Sign the book, sign the ATV slip and vote in the machine.)

Examples of “Acceptable” Identification: Driver’s License, current and valid photo ID (does not have to have address – just photo and name), copy of a current utility bill, bank statement, government check, paycheck, or other government document that shows the name and address of the voter. For example, a driver’s license is acceptable with or without a photo since it has the name and address.

If the person cannot or will not produce the appropriate identification, **do not** have them sign the poll book. However, you must allow the voter to vote with a provisional ballot. They will then need to submit to either the local town clerk or the Board of Elections appropriate identification by the end of business on the **Thursday, after the election** in order for their Provisional ballot to be counted.

Provisional Ballot Voter Handout

Every Provisional ballot voter must be given a one-sheet handout after submitting the voted ballot. This contains a phone number (1-877.NJVOTER or 1.877.658.6837) if they want to find out if their vote was accepted and counted. This information will be available starting **14 days after the election**.

“Challenger’s Do’s and Don’ts” Handout

Challengers may only question a District Board Worker concerning a specific voter’s authority to vote. The Challenger must follow a specific process, complete certain forms and there are specific “Do’s and Don’ts”. As each Challenger appears at your Polling Place, they must present their certificate authorizing them to be a challenger at that District. They should then be given the “Challenger’s Do’s and Don’ts” handout.

Date of Birth

- o The date of birth is required for a completed voter registration
- o If a voter’s date of birth not listed in the poll book, please ask the voter for their date of birth and record it in the proper field in the poll book
- o If the voter refuses this information inform them that the date of birth is required by law to protect their voting record.

DO NOT FORCE THEM TO SUPPLY THIS INFORMATION

Accessibility of Polling Places

All polling places are to be accessible to those with disabilities. If there is any issue on Election Day, **or if the Division of Civil Rights is inspecting your Polling Place**, contact the Board of Elections immediately at 732-745-3471 or call 732-548-2410.

New Posters

Be sure to display all posters, which were provided to you with the supplies. Please be aware of their contents in case a voter requests clarification.

**ANY QUESTIONS SHOULD BE REFERRED TO THE
BOARD OF ELECTIONS AT 732-745-3471**