

2024 Primary Election

Help Desk Manual



JOHNSTON COUNTY
NORTH CAROLINA
Board of Elections



<https://johnstonnc.com/precinctofficials/>

919-989-5095

205 S. Second St.

Smithfield, NC 27577

www.johnstonnc.com/joconcelections · <https://johnstonnc.com/precinctofficials>

Computer Setup and Login

Workstations are set up on Monday and tested following the below instructions.

OVRD Workstation Setup Instructions

Laptop Bag Contains:

- Laptop
- Power Cord
- Mouse
- Mouse Pad



The OVRD Workstation requires the following pieces of equipment. Laptops (Three to Five depending on polling location) and one printer for **EACH** laptop.

Red Tub Contains:

- One Printer
- One USB printer cable
- One power cord
- One pack of paper
- One toner



Monday Setup: Connection Instructions

1. Unpack workstation equipment (See images on previous page).
 - Each workstation receives:
 - Laptop
 - Printer
 - Yellow extension cords are located in the clear supply tub
2. Connect the laptop power cable and mouse on the left side of the laptop.



3. Plug the USB printer cable into the USB port on the right side of the laptop. The other end of the USB Printer cable plugs into the printer. It will only fit one way.

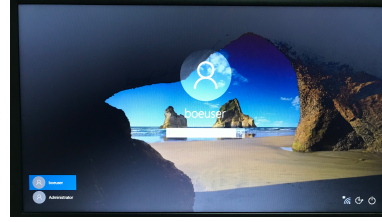


4. Plug in the USB cable to the printer. Plug the printer into the yellow extension core and turn on the printer.

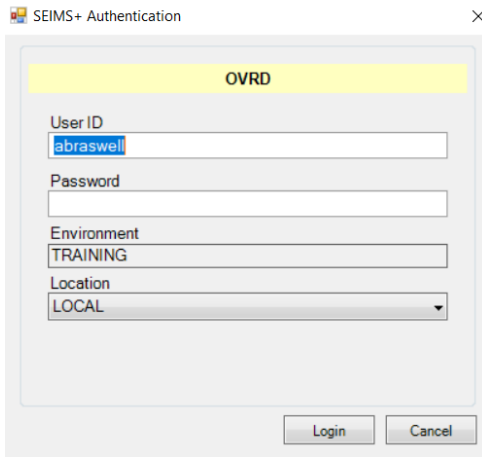


5. Workstation Logon Procedure

Turn on the laptop. You will get a Windows logon screen. Press enter and the boeuser screen will appear. Enter the password given to you at training.



6. Double click on the SOSA Voting Icon () to log into OVRD.



SEIMS+ Authentication

OVRD

User ID
abraswell

Password

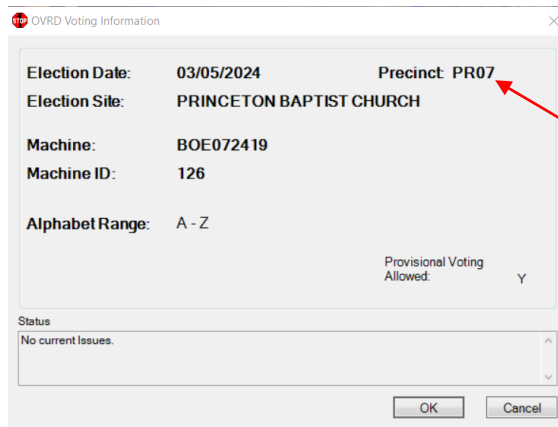
Environment
TRAINING

Location
LOCAL

Login Cancel

User ID: First Initial of first name and full last name.
(Example: abraswell)
Password: Given at training

7. Verify that the laptop is set for your precinct. If everything is correct click ok.



OVRD Voting Information

Election Date: 03/05/2024 Precinct: PR07

Election Site: PRINCETON BAPTIST CHURCH

Machine: BOE072419

Machine ID: 126

Alphabet Range: A - Z

Provisional Voting Allowed: Y

Status
No current issues.

OK Cancel

Verify you are displaying the correct precinct.

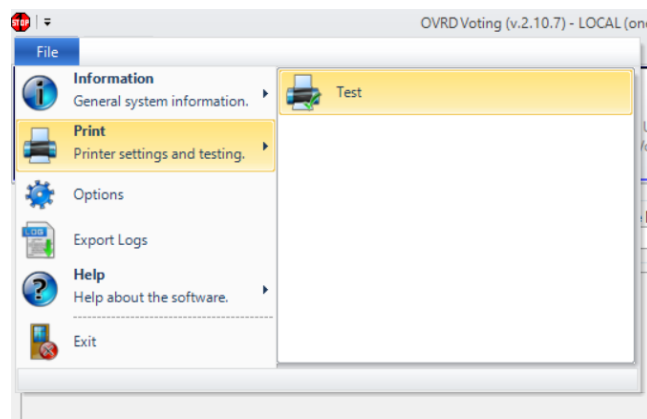
If this displays anything other than your precinct, do not proceed and immediately call the BOE office.

8. Perform a test print.

Click File in the upper left corner

Select Print

Click Test



ELECTION MORNING:

- 1. MAKE SURE ALL THE PRINTERS ARE ON. Printers must be turned on first to assure there are no issues with the laptop “finding” the printer. If your printer is displaying “deep sleep” it is already on.**
- 2. Power on your laptop and perform a test print. Follow the steps above. A blank ATV form will print, write Test Print across the page along with the date and time it was performed. Place the test prints in the red changes folder.**

AUTHORIZATION TO VOTE FORM NORTH CAROLINA COUNTY OF _____		ATV #	PREVIOUS	DATE	TIME	PARTY
PREVIOUS	DATE	TIME	PARTY			
FRAUDULENTLY OR FALSELY COMPLETING THIS FORM IS A CLASS 1 FELONY UNDER CHAPTER 143 OF THE NC GENERAL STATUTES.						
A. Voter's Certification of Voting Qualifications						
If so required, check the type of election ID shown:						
<input type="checkbox"/> Photo ID	<input type="checkbox"/> Government Check					
<input type="checkbox"/> Blank Notarized	<input type="checkbox"/> Precheck					
<input type="checkbox"/> Utility Bill	<input type="checkbox"/> Other Government ID					
Registration Date: _____						
I, certify that:						
<input type="checkbox"/> I am a registered voter in this county and I shall have resided at the address shown above for 30 days immediately prior to this election.						
<input type="checkbox"/> I am a United States Citizen.						
<input type="checkbox"/> I am at least 18 years of age, or will be by the date of the general election.						
<input type="checkbox"/> For purposes primary elections ONLY: I am registered _____ and I will receive a _____ ballot.						
<input type="checkbox"/> I understand that it is a felony to vote more than once in an election.						
<input type="checkbox"/> I have not been convicted of a felony, or if so, I have obtained my sentence (including probation, post-release supervision, or parole).						
X						
B. Election Day Transfer (Use this section to add a voter from their voting place to their new voting place after moving.)						
The voter's name and address are: _____						
Old Precinct:	Name of New Precinct:					
Old Precinct:	Address of New Precinct:					
Party Affiliation:	Signature of Precinct Official:					
C. Corbett Affidavit (Affidavit of person voting outside voting place on Election Day.)						
STATE OF NORTH CAROLINA, COUNTY OF _____						
I do solemnly swear (or affirm) that I am a registered voter in _____ precinct. That because of age or physical disability, I am unable to vote the voting place to vote in person without physical assistance. That I desire to vote outside the voting place or precinct. I understand that a false statement as to my condition will be in violation of North Carolina law.						
DATE: _____ SIGNATURE: _____						
X						
SIGNATURE OF VOTER: _____ SIGNATURE OF PRECINCT OFFICIAL: _____						
OFFICIAL USE ONLY	Station	Voting Method	Voting Date/Time	Voter ID		
	Site	Transaction	Operator Name			

TEST PRINT
11/12/24
10:15

You are now ready to check in voters when the polls open.

Main OVRD Screen

OVRD Voting (v.2.10.7) - LOCAL (one_stop) - abraswell - Source DB:JOHNSTON_TRAIN - Election:03/05/2024 PRIMARY - M

File Home Tools

Search Clear Search

More Criteria Show Removed Voters

Vote Reprint Voting

Cancel Vote Flag as Absentee Flag as Transfer

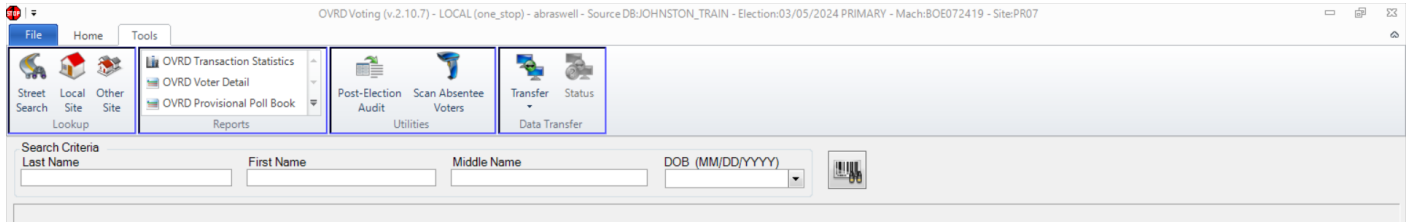
Update Voter Reg View Voter Reg Registration

New Voter Prov Existing Voter Prov View Prov Reprint Print Referral Provisional Voting

Search Criteria Last Name First Name Middle Name DOB (MM/DD/YYYY)

Button Name	Description
Search	Initiates a search of the county database for potential voters based on the search criteria entered and displays the results in the Potential Voters grid. Current search return limit is 500.
Vote	Initiates the vote process for the selected voter from the Potential Voters grid. Has drop-down for In-Person and Curbside. Once the ATV prints, the voter is marked 'Voted'
Cancel Vote	Opens the Cancel Vote screen to cancel a vote performed on the same machine in error. To cancel a vote, a new search for the voter must be performed. This will correct the number of Actual Votes in statistics, but it will not allow you to issue another ATV to the same voter.
Reprint	Allows the user to reprint the ATV to the designated printer.
Flag As Absentee	Allows the user to flag the voter's record as voted by absentee.
Flag as Transfer	Allows the user the flag a voter as having transferred to another precinct.
Update Voter Reg	Opens the Edit Registration screen to begin editing voter information.
View Voter Reg	Opens the Voter Registration screen in read-only mode so the user can review the voter information in detail.
New Voter (Provisional)	Allows new voter information to be entered into the system to vote provisional ballot – if the voter cannot be found in the system.
Add Existing (Provisional)	Allows a provisional application to be created for a voter that can be located in OVRD
View (Provisional)	Opens the Provisional screen in read-only mode so the user can review the voter information in detail.
Reprint (Provisional)	Allows either the Provisional Application or Instruction Sheet to be reprinted.
Print Referral	Allows a Help Referral Form to be printed. Must select "Blank" or "Print Selected Record".

Tools OVRD Screen



Button Name	Description
Street Search	Allows search by voter's address to assist in determining ballot style
Local Site	Displays information regarding your precinct
Other Site	Allows you to access and print information for other precincts
OVRD Transaction Statistics (Reports)	This function retrieves voting statistics report; this report is used at the 10, 2 and 4 audits, as well as printed at the close of polls.
OVRD Voter Detail	This function retrieves a detailed report of voters that have been processed in your precinct. This must be printed at the close of polls.
OVRD Provisional Poll Book (Reports)	This function retrieves Provisional Poll Book for each computer. This report must be printed at the close of polls.
Post Election Audit	NOT USED IN THE PRECINCTS
Scan Absentee Voters	NOT USED IN THE PRECINCTS
Transfer	NOT USED IN THE PRECINCTS
Status	NOT USED IN THE PRECINCTS

Voter Search

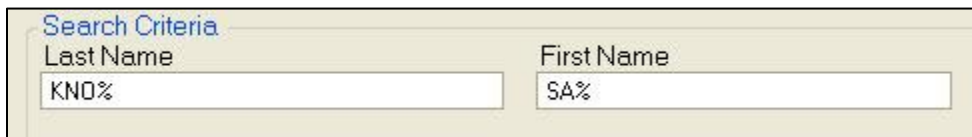
Each voter is **required to state their name and residential address**. The voter may write their information in lieu of speaking it.

When searching for a voter, you can use the voter's name OR date of birth (DOB). It is important that you **search using only one of these options** as the more information you put in, the less likely it is that you will find the correct voter.

Name Search

When searching by name, enter the last name, hit the tab, enter the first name, then press enter or click the 'Search' button.

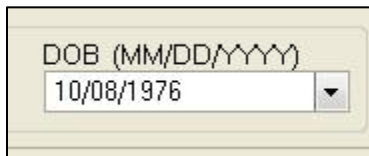
Using the **wildcard symbol (%)** helps by expanding the search to any names beginning with the characters in front of the %. (To enter the %, press 'shift' and '5' at the same time.)



The screenshot shows a search criteria form with two input fields. The first field is labeled 'Last Name' and contains the text 'KNO%'. The second field is labeled 'First Name' and contains the text 'SA%'. The form is titled 'Search Criteria'.

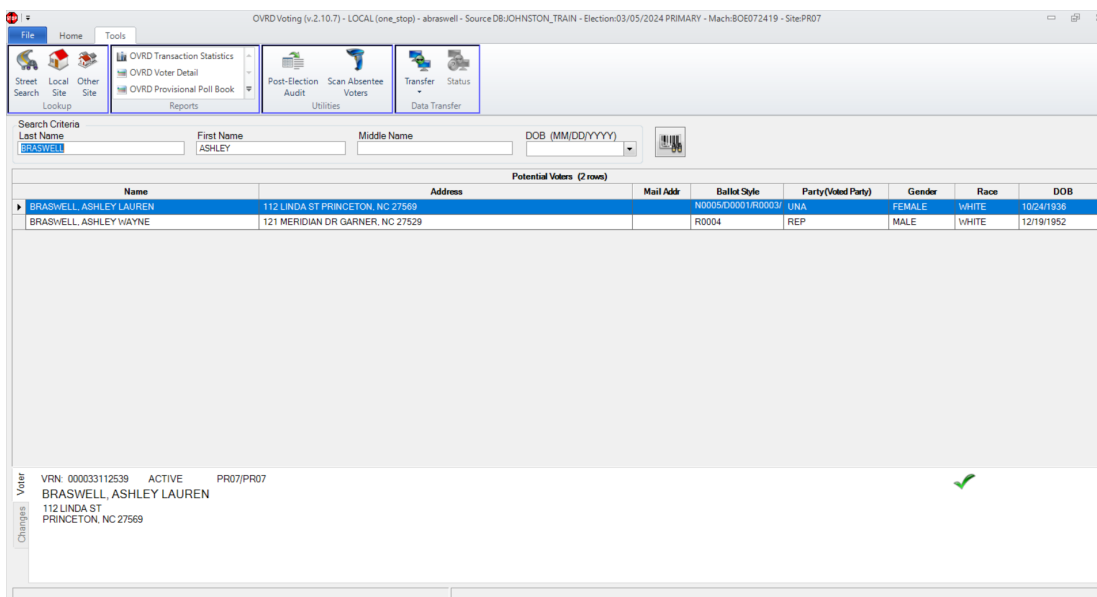
DOB Search

When searching by a voter's DOB, you will **only** enter the DOB into the search criteria (not the name). You should enter the DOB in MMDDYYYY format, slashes are not required. Once the DOB is entered, press enter or click the 'Search' button.



The screenshot shows a search criteria form with a single input field labeled 'DOB (MM/DD/YYYY)'. The field contains the text '10/08/1976'. There is a dropdown arrow on the right side of the field.

Voter Information Overview



The screenshot shows the 'OVRD Voting (v-2.10.7)' software interface. The window title is 'OVRD Voting (v-2.10.7) - LOCAL [one_stop] - abraswell - Source DB:JOHNSTON_TRAIN - Election:03/05/2024 PRIMARY - Mach:BOE072419 - Site:PR07'. The interface includes a menu bar with 'File', 'Home', and 'Tools'. The 'Tools' menu is open, showing options like 'OVRD Transaction Statistics', 'OVRD Voter Detail', 'OVRD Provisional Poll Book', 'Post-Election Audit', 'Scan Absentee Voters', 'Transfer', and 'Status'. Below the menu is a search criteria form with fields for 'Last Name' (BRASWELL), 'First Name' (ASHLEY), 'Middle Name', and 'DOB (MM/DD/YYYY)'. Below the search form is a table titled 'Potential Voters (2 rows)'. The table has columns for Name, Address, Mail Addr, Ballot Style, Party(Voted Party), Gender, Race, and DOB. The first row is for BRASWELL, ASHLEY LAUREN, with address 112 LINDA ST PRINCETON, NC 27569, mail address N0005D0001R0003, ballot style UNA, party UNA, gender FEMALE, race WHITE, and DOB 10/24/1936. The second row is for BRASWELL, ASHLEY WAYNE, with address 121 MERIDIAN DR GARNER, NC 27529, mail address R0004, party REP, gender MALE, race WHITE, and DOB 12/19/1952. At the bottom of the interface, there is a 'Voter' section with the following information: VRN: 000033112539, ACTIVE, PR07/PR07, BRASWELL, ASHLEY LAUREN, 112 LINDA ST, PRINCETON, NC 27569. A green checkmark is visible next to the voter information.








Name	Address	Mail Addr	Ballot Style	Party(Voted Party)	Gender	Race	DOB
BRASWELL, ASHLEY LAUREN	112 LINDA ST PRINCETON, NC 27569		N0005D0001R0003	UNA	FEMALE	WHITE	10/24/1936
BRASWELL, ASHLEY WAYNE	121 MERIDIAN DR GARNER, NC 27529		R0004	REP	MALE	WHITE	12/19/1952

Voter: VRN: 000033112539 ACTIVE PR07/PR07
BRASWELL, ASHLEY LAUREN
112 LINDA ST
PRINCETON, NC 27569

The voting window will display a list of voters located during the database search. When a voter is selected, their information appears below in the Voter Information Panel.

Voter Information Panel

The bottom panel displays relevant information about the voter selected. See the table below for possible images that will be shown on the right.

	<p>Indicates the selected voter is eligible to vote.</p>
 <p>VOTER CANNOT VOTE</p> <ul style="list-style-type: none"> • Not in Precinct • Transferred to X Precinct • Flagged as Voted Absentee • Has Previously Voted • Removed/Denied Voter 	<p>Indicates that the voter cannot vote a regular ballot; reason is displayed. This voter is not eligible to vote but may be offered a provisional ballot</p>
<p style="text-align: center;">CANNOT VOTE  HAS PREVIOUSLY VOTED</p> <p>Election Date: 05/08/2018 Voted Date: 05/08/2018 Ballot Style: R003 PCT/VTD: 04A/04 Ballot ID: 000-2</p>	<p>Indicates that the voter has already voted and provides details about when and how the voter cast his/her ballot</p>
	<p>Indicates that the voter must provide Proof of ID before voting</p>
<p style="text-align: center;">INACTIVE VOTER</p>  	<p>Indicates that the voter's registration information must be verified before voting can occur</p>
	<p>Indicates that the voter has voted by Provisional Ballot</p>

Processing Voters

It is imperative on Election Day to remember, once a voter's ATV has printed, they have been marked voted. Although you can cancel their vote to adjust voter counts; you cannot issue an additional ATV for the same voter. Please take the extra moment to make sure you have the correct voter and their address is correct BEFORE you print their ATV.

Active Voter – Correct Information

Once you have located the correct voter in system, and highlighted the appropriate line, review the voter information to verify all information is correct and the voter is in the correct precinct (indicated by the green check mark).

Highlight the correct voter above and their information appears in the bottom portion of the screen.

If no changes are necessary, and voter verifies address, then you may issue the ATV by selecting "Vote"

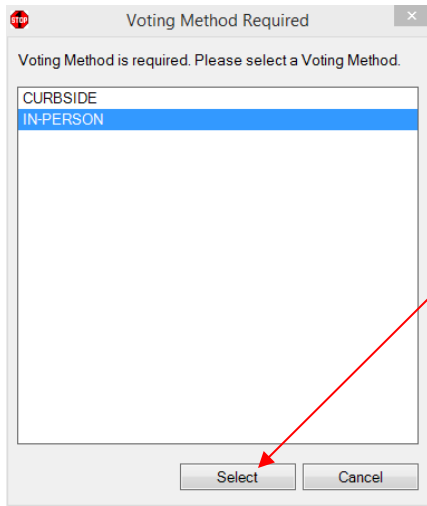
The voter's ballot style is displayed.

The voter has a green check mark to indicate the voter is in your precinct and is not required to make updates.

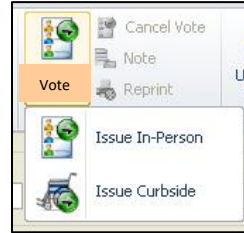
Name	Address	Mail Addr	Ballot Style	Party(Noted Party)	Gender	Race	DOB
BRASWELL, ASHLEY LAUREN	112 LINDA ST PRINCETON, NC 27569		N0005/D0001/R0003	UNA	FEMALE	WHITE	10/24/1936
BRASWELL, ASHLEY WAYNE	121 MERIDIAN DR GARNER, NC 27529		R0004	REP	MALE	WHITE	12/19/1952

VRN: 000033112539 ACTIVE PR07/PR07
BRASWELL, ASHLEY LAUREN
112 LINDA ST
PRINCETON, NC 27569

It is imperative that you repeat the voter's information back to them to verify you have selected the correct voter and they do not need to make any changes to their voter record BEFORE you select VOTE.



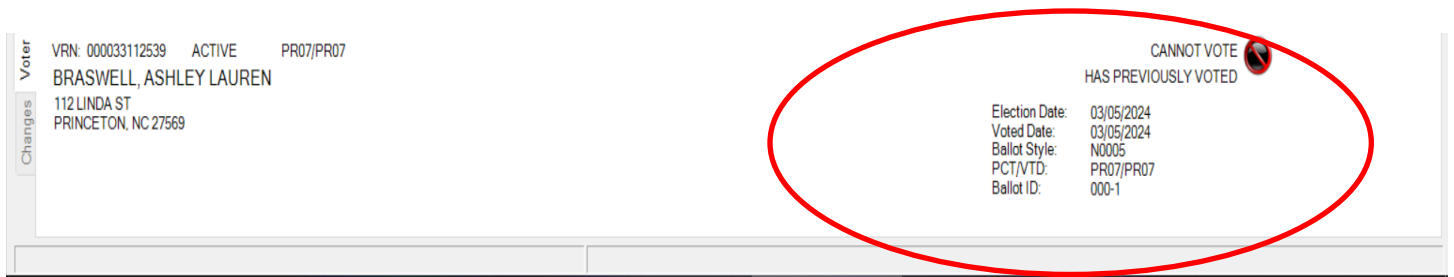
Choose if the voter is voting in-person or curbside and then click 'Select'.



You may also select in-person or curbside in this manner.

The Voter's ATV will print.

The Voter's information bar now changes to reflect she has voted; the date and precinct are also displayed.



The voter has now been marked "voted" in the rolls.

Voter's ATV

AUTHORIZATION TO VOTE FORM NORTH CAROLINA COUNTY OF JOHNSTON	ATV #		Pct	Party
	VR PARTY	UNA	PRIMARY PARTY	B O D

FRAUDULENTLY OR FALSELY COMPLETING THIS FORM IS A CLASS I FELONY UNDER CHAPTER 163 OF THE NC GENERAL STATUTES.

A Voter's Certification of Voting Qualifications

If ID required, check the type of current ID shown:

Photo ID Government Check
 Bank Statement Paycheck
 Utility Bill Other Government Doc

Registration Date: 04/12/2012

BRASWELL, ASHLEY LAUREN AGE 87

VREG: 000093112539

112 LINDA ST
PRINCETON, NC 27569

ELECTION: 03/05/2024
PCT: PR07
VID: PR07

N0005

I, ASHLEY LAUREN BRASWELL, certify that:

I am a registered voter in this county and I shall have resided at the address noted above for 30 days immediately prior to this election.
 I am a United States Citizen.
 I am at least 18 years of age, or will be by the date of the general election.
 For partisan primary elections ONLY: I am registered UNAFFILIATED and I will receive a NONPARTISAN ballot.
 I understand that it is a felony to vote more than one time in an election.
 I have not been convicted of a felony, or if so, I have completed my sentence (including any probation, post-release supervision, or parole).

X Voter Signature Precinct Official

B Election Day Transfer (Use this section to send a voter from their old polling place to their new polling place after moving.)

This person is hereby authorized to vote in his/her precinct after executing this form.

Old Precinct: _____ Name of New Polling Place: _____
 New Precinct: _____ Address of New Polling Place: _____

Party Affiliation On Record: _____ **X** _____
SIGNATURE OF PRECINCT OFFICIAL

C Curbside Affidavit (Affidavit of person voting outside voting place or enclosure.)

STATE OF NORTH CAROLINA, COUNTY OF _____

I do solemnly swear (or affirm) that I am a registered voter in _____ precinct. That because of age or physical disability, I am unable to enter the voting place to vote in person without physical assistance. That I desire to vote outside the voting place or enclosure. I understand that a false statement as to my condition will be in violation of North Carolina law.

DATE: _____ VOTER ADDRESS: _____
X _____ **X** _____
SIGNATURE OF VOTER SIGNATURE OF PRECINCT OFFICIAL

OFFICIAL USE ONLY	Station	BOE072419	Voting Method	IN-PERSON	Voting Date/Time	3/5/2024 10:53:36 AM	V2023.04
	Site	PR07	Transaction	000-1	Operator Name	abraswell	

5. Ballot station assigns number to ATV after voter is issued ballot

1. Voter's information

4. Ballot Style; informs Ballot station which style ballot to issue voter

2. Voter signature and poll worker initials

3. ATV is returned to voter and voter instructed to take their ATV to the ballot station and exchange for their ballot

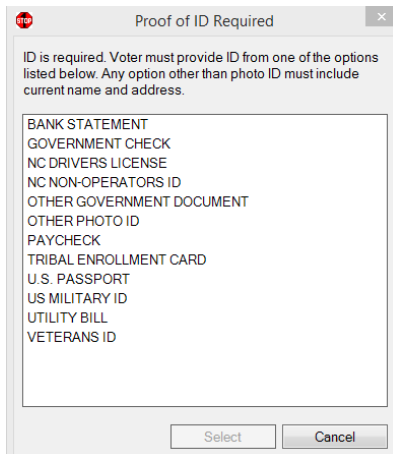
Once the ATV has been signed by both the voter and the precinct official it is returned to the voter. The voter is instructed to take their ATV to the ballot station where they will exchange it for their paper ballot.

ID Required Voter

Individuals who have registered to vote and have not previously voted in an election or have not provided verifiable ID must show one of the following types of ID to an election official the first time they present to vote. (This means they did not provide ID information as required at the time of registration.)

The bottom right will display the ID icon for a voter who is required to show ID.

When the 'Vote' button is pressed, a window will appear for you to indicate what form of acceptable ID was shown. Make the appropriate selection and press 'Save'.



Proof of ID Required

ID is required. Voter must provide ID from one of the options listed below. Any option other than photo ID must include current name and address.

- BANK STATEMENT
- GOVERNMENT CHECK
- NC DRIVERS LICENSE
- NC NON-OPERATORS ID
- OTHER GOVERNMENT DOCUMENT
- OTHER PHOTO ID
- PAYCHECK
- TRIBAL ENROLLMENT CARD
- U.S. PASSPORT
- US MILITARY ID
- UTILITY BILL
- VETERANS ID

Select Cancel



Acceptable ID

Current and valid photo ID*

- ✓ NC driver license or identification card
- ✓ U.S. Military ID
- ✓ U.S. Passport
- ✓ Other government-issued photo ID
- ✓ Student photo ID
- ✓ Certified Naturalization Document

Current document showing name and address of the voter

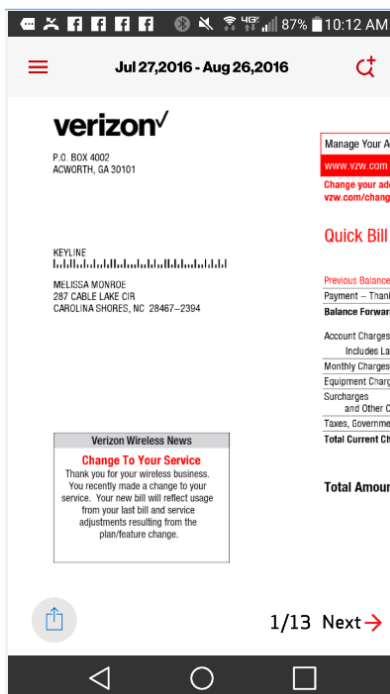
- ✓ Utility bill: telephone; mobile phone; electric or gas; cable television; water or sewage
- ✓ Bank statement or bank-issued credit card statement
- ✓ Government paycheck, invoice, letter, or any other document from a local, state, or U.S. government agency
- ✓ Property tax bill
- ✓ License to hunt, fish, own a gun, etc.
- ✓ Automotive registration
- ✓ Public housing or Social Service Agency document
- ✓ Paycheck or paycheck stub from an employer or a W-2 statement
- ✓ Birth certificate

*Unlike the photo ID for voting in-person requirement in which the Photo ID can be expired, an ID REQUIRED VOTER is required to present a valid form of ID. Thus, if the ID REQUIRED voter presents an expired Photo ID, they would also need to present a current document showing name and address; or an alternate form of valid photo ID.


A Voter ID card issued by the Board of Elections is not acceptable as the sole ID for an ID Required Voter.

To be current, the document must be the most recent version or at least dated within **90 days** of the date it is presented to an election official. Copies of acceptable documents are permissible. The original is not required. It is also permissible for a voter to present an electronic or online version of a document, as long as the document is obtained from the original source (e.g., e-Bills from utility companies, electronic bank statements, electronic earnings statement from employer, etc.) and shows his or her current name and address.

A voter can present you with their bill displayed on their electronic device. For example, a voter could pull up on his/her smartphone a utility bill and display it to you. It must display the name and address that matches the address he/she is stating is the current residence.



Offer the voter a copy of the below notice if he/she wishes for further clarification of why he/she is being asked to present a valid form of ID that may be in addition to the Photo ID requirement for voting in-person.

	NOTICE TO VOTERS WITH NO ACCEPTABLE ID <i>UNDER THE HELP AMERICA VOTE ACT (HAVA)</i> STATE OF NORTH CAROLINA COUNTY OF BRUNSWICK	BRUNSWICK COUNTY BOARD OF ELECTIONS 75 STAMP ACT DR NE - PO BOX 2 BOLIVIA, NC 28422 PHONE: 910-253-2620 FAX: 910-253-2618 elections@brunswickcountync.gov
Requirements for Certain First-time Voters		
<p>Under the Help America Vote Act (HAVA), individuals who have registered to vote and have not previously voted in an election and have not provided verifiable ID, must show one of the following types of ID to an election official the first time they present to vote. (GS § 163-166.12)</p>		
<p style="text-align: center;">Current Photo Identification</p> <ul style="list-style-type: none">• NC driver license or NC identification card• U.S. Military ID• U.S. Passport• Other government-issued photo ID• Student photo ID• Certified Naturalization Document		
<p style="text-align: center;">Current Name & Address Document</p> <ul style="list-style-type: none">• Utility bill: telephone; mobile phone; electric or gas; cable television; water or sewage• Bank statement or bank-issued credit card statement• Government paycheck, invoice, letter, or any other document from a local, state, or U.S. government agency• Property tax bill• License to hunt, fish, own a gun, etc.• Automotive registration• Public housing or Social Service Agency document• Paycheck or paycheck stub from an employer or a W-2 statement• Birth certificate		
<p>As a first-time voter, if you cannot show one of the forms of acceptable ID, then you may still vote by casting a provisional ballot. You will then need to send or bring one of the forms of ID noted above to your county board of elections no later than the close of business of the ninth day after election day in order for your ballot to count.</p>		
<p><i>What is a Current Document?</i></p> <p>To be current, the document must be the most recent version <u>or</u> at least dated within three (3) months of the date it is presented to an election official. Copies of acceptable documents are permissible. The original is not required. It is also permissible for a voter to present an electronic or online version of a document, as long as the document is obtained from the original source (e.g., e-Bills from utility companies, electronic bank statements, electronic earnings statement from employer, etc.) and shows his or her current name and address.</p>		

Voter is in Incorrect Precinct

On Election Day, in order to vote a regular ballot, voters must go to their assigned polling location.

When you search for a voter, you will be notified if he/she is in the incorrect precinct.

The screenshot shows a voter search result for 'HOLLOMAN, CARSON BRASWELL'. The voter's status is 'ACTIVE' and their address is '705 EVANS RD, PRINCETON, NC 27569'. The correct precinct is listed as 'PR22/PR22'. To the right, a message states 'CANNOT VOTE NOT IN PRECINCT' with a red 'X' icon. Red circles and arrows highlight the precinct code and the error message.

Just to the right of the voter's status, his/her correct precinct is identified by an alphanumeric code (PR22/PR22).

In order to refer the voter to the correct precinct, in this example, PR22, you can either refer to the printed list of polling locations provided to your precinct in the Chief Judge Binder (example shown below) or you can use the tools in OVRD.

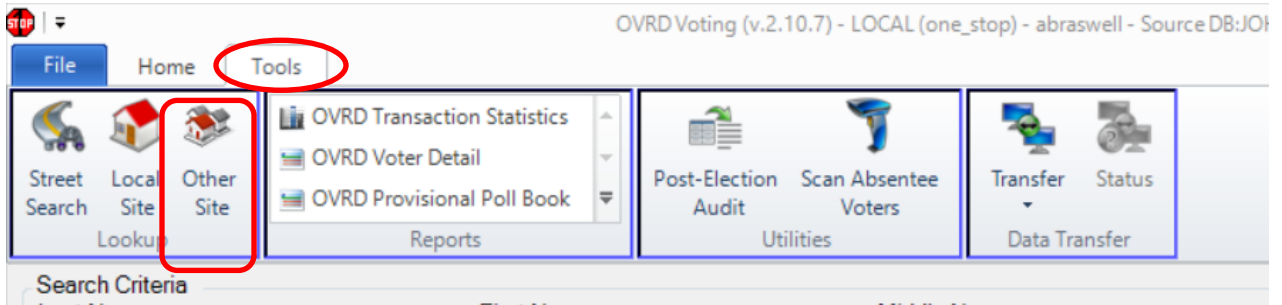
JOHNSTON COUNTY BOARD OF ELECTIONS POLLING PLACES	
PR04-BENTONVILLE Bentonville Community Building 8233 Devil's Racetrack Road - Four Oaks	PR20-NORTH O'NEALS Walkers Chapel Baptist Church 3897 NC 231 Highway - Middlesex
PR07-NORTH BOON HILL Princeton Baptist Church 207 S. Pearl Street - Princeton	PR21-SOUTH O'NEALS Branch Chapel Free Will Baptist Church 7438 NC 96 Highway North - Selma
PR08-SOUTH BOON HILL Tee's Chapel Free Will Baptist Church 6439 Brogden Road - Smithfield	PR22-PINE LEVEL Pine Level Free Will Baptist Church 101 N. Peedin Avenue - Pine Level
PR09-EAST CLAYTON East Clayton Elementary School 2075 NC 42 Hwy. East - Clayton	PR23A-NORTH PLEASANT GROVE 1 Friendly Chapel Baptist Church 11455 NC 50 Hwy N - Benson
PR10A-NORTH CLAYTON 1 Hocutt Baptist Church 320 W. Horse Street - Clayton	PR23B-NORTH PLEASANT GROVE 2 White Memorial Presbyterian Church 1459 White Memorial Church Road - Willow Spring
PR10B-NORTH CLAYTON 2 Clayton Civilian Club 540 McCallers Street - Clayton	PR24-EAST SELMA Selma Elementary School 311 W. Richardson Street - Selma
PR11A-WEST CLAYTON 1 Clayton Middle School 490 Guy Road - Clayton	PR25-WEST SELMA Richard B. Harrison Gymnasium 601 W. Noble Street - Selma
PR11B-WEST CLAYTON 2 The Church at Clayton Crossings 11407 US Highway 70 Bus.West - Clayton	PR26-EAST SMITHFIELD First Baptist Church Ministry Center 125 S. Fourth Street - Smithfield
PR12A-NORTH CLEVELAND 1 Cleveland Community Church (from) 8246 Cleveland Road - Clayton	PR27A-NORTH SMITHFIELD 1 Smithfield Middle School 1455 Buffalo Road - Smithfield
PR12B-NORTH CLEVELAND 2 Cleveland Community Church (side) 8246 Cleveland Road - Clayton	PR27B-NORTH SMITHFIELD 2 Smithfield Middle School 1455 Buffalo Road - Smithfield
PR13-NORTH ELEVATION St. Mary's Grove OFW Baptist Church 7970 Raleigh Road - Benson	PR28-SOUTH SMITHFIELD South Smithfield Elementary School 201 W. Sanders Street - Smithfield
PR14-SOUTH ELEVATION Elevation United Methodist Church 5101 Elevation Road - Benson	PR29A-ARCHER LODGE Archers Lodge Community Building 14009 Buffalo Road - Archer Lodge
PR19-MICRO Micro Fire Department 321 US 301 Highway South - Micro	PR29B-FLOWERS PLANTATION River Dell Elementary School 12100 Buffalo Road - Clayton

JOHNSTON COUNTY BOARD OF ELECTIONS POLLING PLACES	
PR30-WILSON'S MILLS Wilson's Mills Baptist Church 652 Swift Creek Road - Smithfield	PR31A-SOUTHEAST CLEVELAND Oakland Presbyterian Church 8927 Cleveland Road - Clayton
PR31B-SOUTHWEST CLEVELAND Cleveland Elementary School 10225 Cleveland Road - Clayton	PR32-NORTH WILBERS Baptist Tabernacle Church 1599 NC 231 Highway - Wendell
PR33-SOUTH PLEASANT GROVE Providence Presbyterian Church 14664 NC 210 Hwy. - Angier	PR34-SOUTH CLAYTON Christ Community Church 1082 Amelia Church Road - Clayton
PR35-BANNER American Legion Building 605 N. Wall Street - Benson	PR36-BEULAH Kendy Fire Station 101 W. First Street - Kendy
PR37-INGRAMS Four Oaks United Methodist Church 302 E. Church Street - Four Oaks	PR38-MEADOW Meadow School 7507 NC 50 South - Benson

Updated: August 29, 2022

Finding a Precinct in OVRD Tools

At the top of the screen select the 'Tools' tab.



Then select 'Other Site'.

Other Election Site Information

Election Site Name: ST MARY'S GROVE FREE WILL BAP

Site Abbreviation: PR13

Address: 7970 RALEIGH RD
BENSON, NC 27504

Election Day Contact: BRIDGET LASSITER

Home Phone Number:

Work Phone Number:

Cell Phone Number:

Print Close

Use the drop-down box to Select which precinct you need to identify

Please do not give out the listed phone number, as this is the cell phone number of the BOE assigned iphone and not a public number

If the voter would like a printed copy of the address (to enter into their GPS), select 'Print' (The phone number will NOT print)

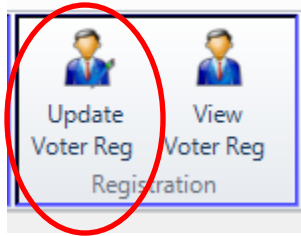
JOHNSTON COUNTY BOARD OF ELECTIONS
Election Site Information

Name: ST MARY'S GROVE FREE WILL BAPTIST CHURCH
Abbreviation: PR13
Address: 7970 RALEIGH RD
BENSON, NC 27504
Election Day Contact: BRIDGET LASSITER

You can give the print out to the voter to direct them to the correct precinct if they wish. It is information only and is not required to be printed. Please do not give out your list of all the precincts, as you only have limited supply.

Name Change

If a voter reports a name change at check-in, highlight the voter's record and click 'Update Voter Reg' at the top of the screen. On the Update Voter Registration screen, update the name as indicated by the voter. (There is no requirement that the voter provide proof of a name change.)



Click on 'Update Voter Reg';

- On the 'Update Voter Registration Screen' click into the correct box to make the change to the voter's information

OVRD Voting (v.2.10.7) - LOCAL (one_stop) - abrawell - Source:DBJOHNSTON_TRAIN - Election:03/05/2024 PRIMARY - Mach:BOE072419 - Site:PR07

Update Voter Registration

Step 1 of 2: Please enter the registration information and click "Review."

Application Information

US Citizen

Name: Last Name: **PARKER** First Name: MACIE Middle Name: ELIZABETH Suffix: Voter Verification: NCDL

Birth Date (mm/dd/yyyy): 03/24/2005 Birth State: SSN: - -

Residence Address

House #: 501 Half: Dir: Street Name: WALNUT View Street Ranges: Type: ST Suffix: Unit: Will you have lived here for 30 Days or more prior to the Election Date?

City: PRINCETON State: NC ZIP Code: 27569 Phone: Move Date (mm/dd/yyyy):

Mailing Address

Address1: Is U.S. Address?

Address2:

City: State: ZIP Code:

Voter Information

Gender: FEMALE Application Dt: 01/12/2024 Ballot Style: R0003

Race: WHITE Registration Dt: 10/14/2016 NCID: CJ181033

Ethnicity: UNDESIGNATED Party: REPUBLICAN Religious Objector

Comments: Vote Provisional:

Absentee History:

Previous Name and/or Address

Last Name: First Name: Middle Name: Suffix:

Is U.S. Address? Previous NC County (if applicable):

Address1:

Address2:

City: State: ZIP Code:

Jurisdiction List

PCT	PR07	NORTH BOON HILL
MUNI	CI07	TOWN OF PRINCETON
CONG	13	CONGRESSIONAL DISTR...
SUPCT	13	SUPERIOR COURT DISTR...
JUD	12	JUDICIAL DISTRICT 12
NCSEN	10	NC SENATE DISTRICT...
NCHSE	028	NC HOUSE DISTRICT 28
CCOM	CM03	COMMISSION #3
BDED	SB06	SCHOOL BOARD DISTRICT...

- Select 'Review'
- The next screen allows you to review the information one last time with the voter before the voter change form and ATV prints
- **Make sure the information is correct before you select 'Vote'**
- Once you select 'Vote' and (select party if necessary) select 'In-Person' or 'Curbside' the voter's ATV will print and they will be marked as Voted
- Two forms will print
 - Authorization to Vote Form Change of Name or Address – *Voter signs in Box D to confirm change*
 - The change form then is placed in the clear poly envelope
 - Authorization to Vote Form – *voter signs in Box A to vote and Poll Worker initials*

**AUTHORIZATION TO VOTE FORM
CHANGE OF NAME OR ADDRESS
NORTH CAROLINA – JOHNSTON COUNTY**

ATV # _____

VR PARTY REP PRIMARY PARTY

FRAUDULENTLY OR FALSELY COMPLETING THIS FORM IS A CLASS I FELONY UNDER CHAPTER 163 OF THE NC GENERAL STATUTES.

A Voter's Certification of Voting Qualifications

If ID required, check the type of current ID shown:

Photo ID Government Check
 Bank Statement Paycheck
 Utility Bill Other Government Doc

Registration Date: 10/14/2016

PARKER, MACIE ELIZABETH AGE 18
 VBM: 000033162953
 501 WALNUT ST
 PRINCETON, NC 27569

ELECTION: 03/05/2024
 PCT: PR07
 VTD: PR07

R0003

D Change or Verification of Name and Address (Use this section to verify or change a voter's name or address in the registration records.)

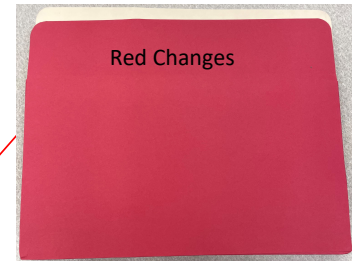
New Name: MACIE ELIZABETH PARKER Former Name: MACIE ELIZABETH PRICE
 New Address: _____ Former Address: _____
 New Mailing Address: _____ Former Mailing Address: _____

Have you lived here for 30 days or more? Yes No I certify that I moved at least 30 days before this election to the new address.

If no, date moved? ____ / ____ / ____ DAYTIME PHONE NO. _____

x Voter Signature
 SIGNATURE OF VOTER

This form is signed by the voter to change the name/update record; it goes in **Red Changes Folder**.



**AUTHORIZATION TO VOTE FORM
NORTH CAROLINA
COUNTY OF JOHNSTON**

ATV # _____

Pct Split _____ Party _____

VR PARTY REP PRIMARY PARTY B O D

FRAUDULENTLY OR FALSELY COMPLETING THIS FORM IS A CLASS I FELONY UNDER CHAPTER 163 OF THE NC GENERAL STATUTES.

A Voter's Certification of Voting Qualifications

If ID required, check the type of current ID shown:

Photo ID Government Check
 Bank Statement Paycheck
 Utility Bill Other Government Doc

Registration Date: 10/14/2016

PARKER, MACIE ELIZABETH AGE 18
 VBM: 000033162953
 501 WALNUT ST
 PRINCETON, NC 27569

ELECTION: 03/05/2024
 PCT: PR07
 VTD: PR07

VOTER CHANGE

R0003

I, MACIE ELIZABETH PARKER, certify that:

I am a registered voter in this county and I shall have resided at the address noted above for **30 days** immediately prior to this election.
 I am a United States Citizen.
 I am at least 18 years of age, or will be by the date of the general election.
 For partisan primary elections ONLY: I am registered **REPUBLICAN**, and I will receive a **REPUBLICAN** ballot.
 I understand that it is a felony to vote more than one time in an election.
 I have not been convicted of a felony, or if so, I have completed my sentence (including any probation, post-release supervision, or parole).

x Voter Signature **Precinct Official**
 SIGNATURE OF VOTER OFFICIAL'S INITIALS

B Election Day Transfer (Use this section to send a voter from their old polling place to their new polling place after moving.)
 This person is hereby authorized to vote in his/her precinct after executing this form.

Old Precinct: _____ Name of New Polling Place: _____
 New Precinct: _____ Address of New Polling Place: _____
 Party Affiliation On Record: _____ **X** SIGNATURE OF PRECINCT OFFICIAL

C Curbside Affidavit (Affidavit of person voting outside voting place or enclosure.)

STATE OF NORTH CAROLINA, COUNTY OF _____

I do solemnly swear (or affirm) that I am a registered voter in _____ precinct. That because of age or physical disability, I am unable to enter the voting place to vote in person without physical assistance. That I desire to vote outside the voting place or enclosure. **I understand that a false statement as to my condition will be in violation of North Carolina law.**

DATE: _____ VOTER ADDRESS: _____
X SIGNATURE OF VOTER **X** SIGNATURE OF PRECINCT OFFICIAL

OFFICIAL USE ONLY	Station Site	BOE72419 PR07	Voting Method Transaction	IN-PERSON 000-2	Voting Date/Time Operator Name	3/5/2024 02:42:57 PM abruwell	V2023.04
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Voter signs in box A to vote, poll worker initials; ATV is returned to voter, voter directed to ballot station

Mailing Address Update

This process is similar:

- To update the mailing address, click 'Update Voter Reg'
- Make the necessary changes under the Mailing Address. If there is an existing mailing address that needs to be removed, click the small red eraser to the right of the address.
- Select 'Review'; The next screen allows you to review the information one last time with the voter before the ATV prints.
- Once you select 'Vote' and (select party if necessary) select 'In-Person' or 'Curbside', the voter's ATV and change form will print and they will be marked as Voted.
- Two forms will print
 - Authorization to Vote Form Change of Name or Address – *Voter signs in Box D to confirm change*
 - The change form is placed in the clear poly envelope
 - Authorization to Vote Form – *voter signs in Box A to vote and Poll Worker initials*

Inactive Voter

A voter's status will change to inactive when verification/confirmation cards sent by the Board of Elections are returned undeliverable. **It is important to verify an inactive voter's mailing address.**

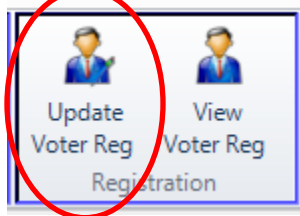
An inactive voter's record will not allow you to select 'Vote' to process the voter. Click 'Update Voter' and make any changes necessary.

*** An Inactive voter should NOT vote a provisional ballot.**

Everything Correct – Verify Information

If an inactive voter states that his residential and mailing address are correct, select 'Review'. Read the information back to the voter to verify all information is correct before selecting 'Vote'. Select 'In Person' or 'Curbside'; Two forms will print, even if the voter has made no changes. Then follow the procedures as outlined above.

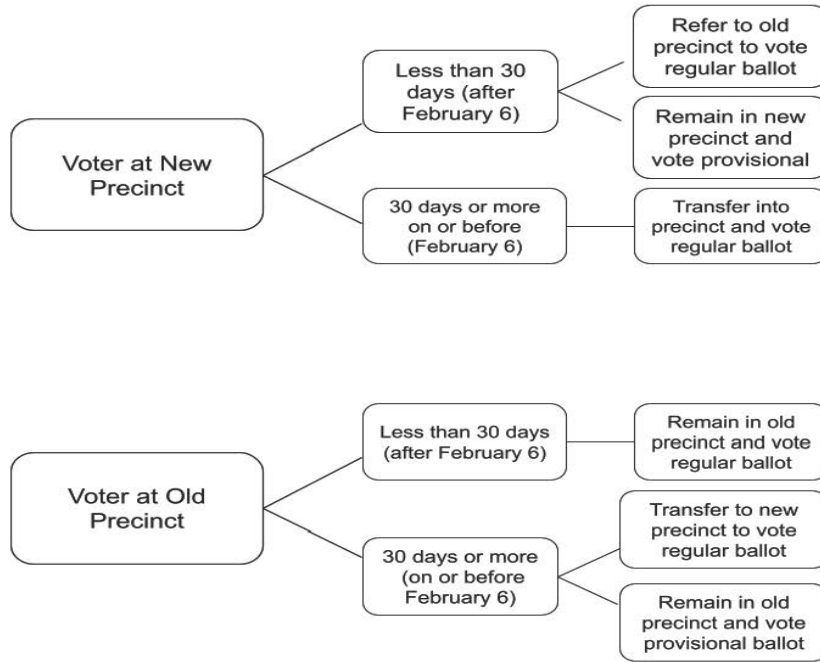
Any time you select the 'Update Voter Reg' option, two forms will print when you complete the voter's



- ATV Voter Change form (all of these go in clear poly, even if there were no changes to the voter's information).
- ATV form – Authorization to vote

Residential Address Update

The process for updating a residential address depends on when the voter moved. A voter's jurisdictions are determined by where they lived on or before the 30th day prior to an election.



Entering an Address in OVRD

Entering a voter's address change can be tricky. If the address is not entered exactly as it is listed in our database, you will get an error that the geocode is not valid. Each field must be correct (house #, direction, street name, type, suffix, city, state, and zip).

To begin updating th

he right of the address.

To facilitate the addi
Street Range'.

reet name only. Click 'View

Range of house numbers

House # is Odd or Even

LOW	HIGH	O/E	DIR	STREET	TYPE	SUFEX	CITY	STATE	ZIP
0	899	E		LINDA	ST		PRINCETON	NC	27569
0	1113	O		LINDA	ST		PRINCETON	NC	27569
0	299	E		LINDA	LN		SELMA	NC	27576
0	299	O		LINDA	LN		SELMA	NC	27576

The View Street Ranges window will open.

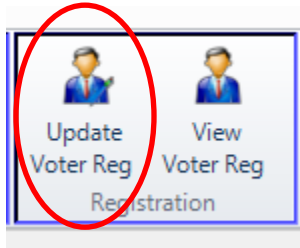
1. Locate the range that is within the correct city.
2. Locate the row that contains the correct side of the street as indicated by the house number being even or odd. (7780 would be even as indicated by the “E” in the O/E column).
3. Highlight the correct street, and then double click. The address will populate in the Update Voter screen.

Voter Has Moved – More than 30 days prior to Election

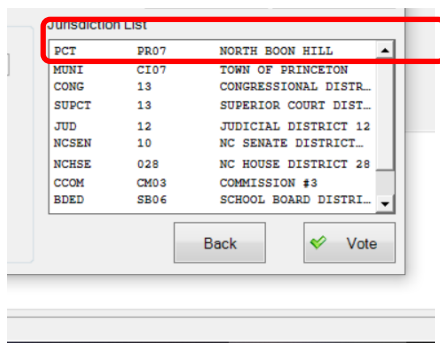
Update the voter's information and use the information displayed to determine voter's precinct eligibility.

Voter's New Address is within the same Precinct

- Locate the voter under old address (which shows in your precinct), click 'Update Voter Reg'



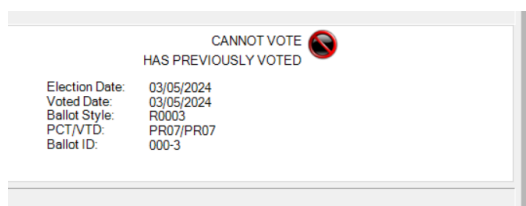
- Clear out the voter's previous address by clicking the red erase button to the right of the address
- Enter the voter's new address, be sure to use 'View Street Range' to match with a County recognized address
- Once the address is correct, select 'Review'
- At the review screen, repeat back to the voter the new information entered to verify it is correct.
- The voter's new jurisdictions are displayed at the bottom of the review screen



This voter's new address was within the same precinct.

TIP: You will only get a VOTE button if the voter is in your precinct and can receive a regular ballot

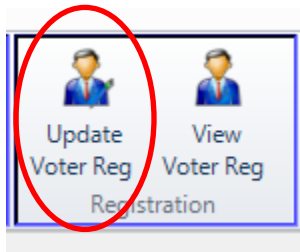
- If the information is correct, select 'Vote'
- Select Party (if necessary)
- Select 'Curbside' or 'In-Person'
- The voter's ATV and change form will print; the voter has been marked voted



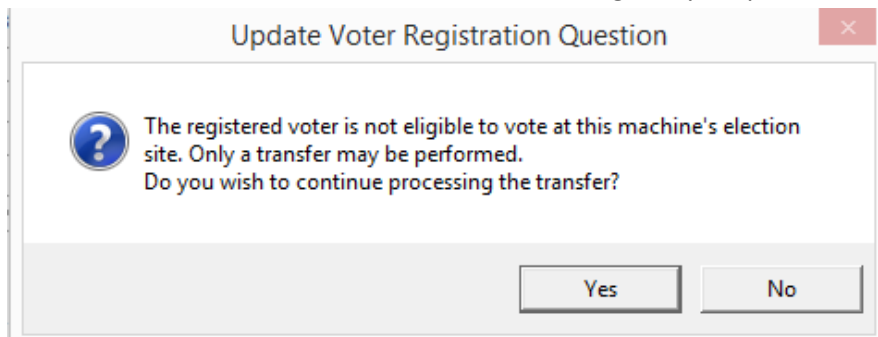
- Voter signs change form to confirm address change; change form goes in red changes folder
- Voter signs ATV and change forms, poll worker initials
- ATV is given to the voter and voter is directed to Ballot Station.

Voter's New Address is in a different Precinct

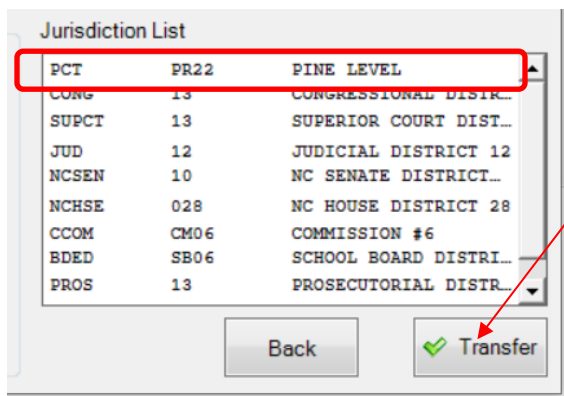
- Locate the voter under old address (which shows in your precinct), go 'Update Voter Reg'



- Clear out the voter's previous address by clicking the red erase button to the right of the address
- Enter the voter's new address, be sure to use 'View Street Range' to match with a county recognized address
- Once the address is correct, select 'Review'
- Based on the voter's new address, he/she is no longer in your precinct



- Select 'Yes' and you will proceed to the Review screen
- At the review screen, repeat back to the voter the new information entered to verify it is correct.
- The voter's new jurisdictions are displayed at the bottom of the review screen



Based on the voter's updated address, the voter should vote in PR22, a different precinct.

The voter is not eligible to vote a regular ballot in your precinct.

BEFORE proceeding offer the voter his/her options:

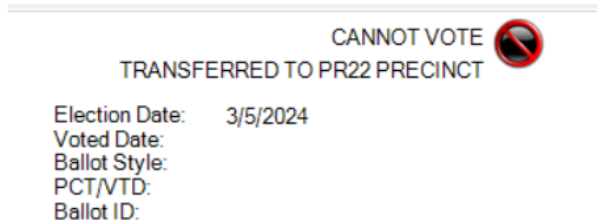
- The voter can "transfer" and you will give the voter a transfer form to take to their new precinct; if the voter transfers and goes to their correct precinct, he/she will vote on a regular ballot in the new precinct.
- The voter can stay in your precinct and vote a PROVISIONAL BALLOT

- Suggested wording to say to voter: "You may go to your correct precinct and vote a regular ballot that you will put in the tabulator, or you may stay here and cast a provisional ballot that will be reviewed by the Board of Elections for eligibility."

While we encourage voters to go to their correct assigned precinct on election day to ensure they receive their correct, assigned ballot style, all voters must be given the opportunity to vote. Do not turn voters away if they are in the incorrect precinct – they must be offered the opportunity to cast a provisional ballot!

If the voter selects to go to their correct precinct, choose 'Transfer'


- The voter's information now indicates he/she cannot vote in your precinct, transferred to another precinct



- Sign the bottom of the Election Day Transfer Form
- Give form to voter to take to new Precinct

JOHNSTON COUNTY
Election Day Transfer

Name: STARLING, LINDA LEE

VRN: 
 000033170235


CURRENT REGISTRATION

Old Voting Residence: 107 LINDA ST PRINCETON, NC 27569	Old Precinct: PR07
Party: REP	Old Polling Place: PRINCETON BAPTIST CHURCH 207 S PEARL ST PRINCETON, NC 27569

UPDATED REGISTRATION

New Voting Residence: 701 EVANS RD PRINCETON, NC 27569	New Precinct: PR22
Party: REP	<div style="border: 1px solid black; padding: 2px;">New Polling Place: PINE LEVEL FREE WILL BAPTIST CHURCH 101 N PEEDIN AVE PINE LEVEL, NC 27568</div>

The above-listed registered voter has reported a move to an address out of their registered precinct. This person is hereby authorized to vote in his/her new precinct following execution of this form by a precinct official. Following execution, this form should be taken to the voter's new precinct/polling place.



 Signature of Precinct Official

If the voter selects to stay with you and vote provisional, choose 'Print Referral'

If a voter chooses to remain in your precinct, you will need to have the voter go to the Help Desk to cast a provisional ballot.

- At the review screen which displays the voter's new jurisdictions, select 'Print Referral'

PCT	PR22	PINE LEVEL
CONG	13	CONGRESSIONAL DISTRICT
SUPCT	13	SUPERIOR COURT DISTRICT
JUD	12	JUDICIAL DISTRICT 12
NCSN	10	NC SENATE DISTRICT
NCHSE	028	NC HOUSE DISTRICT 28
CCOM	CM06	COMMISSION #6
BDED	SB06	SCHOOL BOARD DISTRICT
PROS	13	PROSECUTORIAL DISTRICT

Select 'Print Referral' to send voter to the Help Desk.

Based on the voter's updated address, the voter should vote in PR22 a different precinct.

The voter is not eligible to vote a regular ballot in your precinct.

- After the Referral form prints, select 'Cancel Vote'
- A box will pop up asking to confirm cancel, type 'Confirm'

Confirm Cancel Vote

WARNING: You have chosen to CANCEL this voter's VOTE and/or REGISTRATION. To continue the cancellation, type 'confirm' into the box below and click the Confirm button. Otherwise, click Close.

CONFIRM

Confirm Close

- Complete the Help Referral Form and ask the voter to go the Help Desk where the voter will be assisted with casting a provisional ballot.
- The next box will remind you that anything you printed should be retained, unless the item is a Help Referral Form or a Transfer form.

Canceled Vote Documents Information

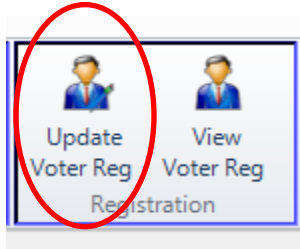
This vote and/or registration is now canceled. Any printed documentation associated with this vote and/or registration is invalid. Please organize the invalid documentation per your county's procedures.

OK

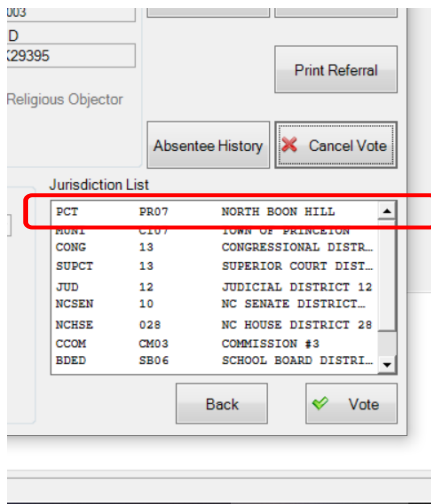
Voter is Transferring into Precinct

If the voter has moved more than 30 days prior to Election Day and his/her new address places him/her into your Precinct, the voter can transfer in by updating his/her address and cast a ballot a regular ballot.

- Locate the voter under old address, click 'Update Voter Reg'



- Clear out the voter's previous address by clicking the red erase button to the right of the address
- Enter the voter's new address (now in your precinct), be sure to use 'View Street Range' to match with a County recognized address
- Once the address is correct, select 'Review'
- At the review screen, repeat back to the voter the new information entered to verify it is correct.
- The voter's new jurisdictions are displayed at the bottom of the review screen



The voter is now in our Precinct.

Tip: you will only get a VOTE button if the voter is in your precinct and can receive a regular ballot

- Select 'Vote', Select party, if necessary, choose 'Curbside' or 'In-Person'
- The voter's ATV and change form will print
- Your next step is dependent on whether the voter has presented you with an Election Day Transfer Form:
 - If Voter has an Election Day Transfer Form, then ATV is signed by voter, initialed by poll worker; ATV is returned to voter and the voter is directed to ballot station

Election Day Transfer Form

If your voter presents you with an Election Day Transfer Form, you do **NOT** have to call the old precinct and notify them of the transfer. The voter will sign the change form and the ATV and then will be directed, with the ATV, to the Ballot Station to receive ballot.

No Election Day Transfer Form

If your voter transfers into your precinct, but does not have an Election Day Transfer Form, process the voter, updating the address as outlined above.

- Have the voter sign the change form; change form goes in red changes folder

Refer a Voter to “Help Desk”

A voter that needs additional assistance (beyond a change in address) can be referred to the Help Desk.

Examples of referrals to the Help Desk

- Provisional Voting
 - No Ballot – voter does not have a ballot style assigned; does not reside within a jurisdiction holding elections this year; not eligible to vote
 - Jurisdiction Dispute – voter disputes jurisdiction shown in system
 - No Acceptable ID – voter is not able to present acceptable form of ID, if required
 - No record of registration – cannot find voter in system
 - Previously Removed – voter has been previously removed from records
 - Unrecognized Address – address data base does not recognize residential address
 - Unreported Move – voter wants to vote based on jurisdiction of new address, less than 30 days
 - Already Voted – system indicates the voter has already cast a ballot for this election
- Curbside Voting
- Voters you cannot process regularly

If a voter needs to be sent to the Help Desk by the check-in area, the check-in area should complete a Help Referral Form. This allows the Help Desk to quickly identify the voter’s issue as well as pull up the voter’s information in a timely manner.

When the Help Desk is finished with the form, it will be placed the red changes folder.

Printing Help Referral Form – from the Voter’s Record

A Help Referral Form can also be printed once you have opened the voter’s record (if you have selected ‘Update Voter Reg’ or ‘View Voter Reg’).

The screenshot shows the 'View Voter Registration' window. The form contains several sections: Application Information, Residence Address, Mailing Address, Voter Information, and Previous Name and/or Address. A red arrow points to the 'Print Referral' button located in the bottom right area of the form, next to the 'Close' button.

Application Information		Name			Voter Verification	
<input checked="" type="checkbox"/> US Citizen	Last Name	First Name	Middle Name	Suffix	NCDL	
	BRASHWELL	ASHLEY	LAUREN			
	Birth Date (mm/dd/yyyy)	Birth State	SSN			
	10/24/1936	NC	- - -			

Residence Address		Street Name		Type	Suffix	Unit	Will you have lived here for 30 Days or more prior to the Election Date?	
House #	Half	LINDA		ST			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
City	State	ZIP Code	Phone		Move Date (mm/dd/yyyy)			
PRINCETON	NC	27569						

Mailing Address		Voter Information		Comments		Vote Provisional	
Address 1	<input checked="" type="checkbox"/> Is U.S. Address?	Gender	Application Dt	Ballot Style			
Address 2		FEMALE	10/02/2019	N0005D0001R0003L0			
City	State	Race	Registration Dt	NCID			
		WHITE	04/12/2012	CJ150173			
		Ethnicity	Party	<input type="checkbox"/> Religious Objector			
		UNDESIGNA	UNAFFILIATED				
		Status	Reason				
		ACTIVE	VERIFIED				

Previous Name and/or Address		Jurisdiction List			
Last Name	First Name	PCT	PR07	NORTH PRINCETON HILL	
		WONI	CI07	TOWN OF PRINCETON	
		CONG	13	CONGRESSIONAL DISTR.	
		SUPCT	13	SUPERIOR COURT DIST.	
		JUD	12	JUDICIAL DISTRICT 12	
		NCSEN	10	NC SENATE DISTRICT...	
		NCHSE	028	NC HOUSE DISTRICT 28	
		CCOM	CM03	COMMISSION #3	
		SBED	SB06	SCHOOL BOARD DISTRI...	

Select “Print Referral” and the Help Referral Form will print

Once the Help Referral Form has printed, select Cancel Vote or Close (depending on if you clicked on ‘Update Voter Reg’ or ‘View Voter Reg’ at the previous step) and direct the voter to the Help Desk


If you select ‘Cancel Vote’, you will be asked to CONFIRM you are cancelling.

OVRD is now back to the original screen.

Complete the Help Desk Referral Form.

 Help Station Referral Form JOHNSTON County, North Carolina	03/05/2024
	Election Date
	01/12/2024
Vote Date	

One-stop
 Election Day
 Voting Site: PRINCETON BAPTIST CHURCH
 Worker abraswell

Voter's Information				
BRASWELL	ASHLEY	LAUREN		00033112539
Last	First	Middle	Suffix	VRN
Address				
112 LINDA ST				
PRINCETON NC 27569				
City	State	Zip		

Help Referral Reason	
Registration Issues <input type="checkbox"/> No Record of Registration <input type="checkbox"/> Voter Moved <input type="checkbox"/> Voter at Incorrect Precinct <input type="checkbox"/> Voter Previously Removed/Denied <input type="checkbox"/> Voter Address Not Found <input type="checkbox"/> Voter Disputes Jurisdiction	Identification Issues <input type="checkbox"/> ID Not Provided <input type="checkbox"/> Wrong ID Type <input type="checkbox"/> Expiration Requirements Not Met <input type="checkbox"/> Name Not Substantially Equivalent <input type="checkbox"/> No Reasonable Resemblance <input type="checkbox"/> Reasonable Impediment <input type="checkbox"/> Religious Objection <input type="checkbox"/> Natural Disaster <input type="checkbox"/> Any other issue (<i>please provide explanation</i>):
Voting Issues <input type="checkbox"/> Voter Already Voted <input type="checkbox"/> Wants Other Party Ballot <input type="checkbox"/> No Eligible Ballot Style	

Fill in reason
 you are
 referring
 voter to Help
 Desk

Evaluation of Substantial Equivalence of Name & Reasonable Resemblance of Voter to Photograph on Photo ID

Yes - Resembles	No Resemblance	Election Official Name and Signature		
<input type="checkbox"/>	<input type="checkbox"/>	Check-in Official – Print Name	Signature	Time
<input type="checkbox"/>	<input type="checkbox"/>	Chief Judge – Print Name	Signature	Time
<input type="checkbox"/>	<input type="checkbox"/>	Judge 1 – Print Name	Signature	Time
<input type="checkbox"/>	<input type="checkbox"/>	Judge 2 – Print Name	Signature	Time

Explanation (required only if finding no reasonable resemblance):

Disposition:
 Regular Ballot
 Provisional Ballot

OFFICIAL USE ONLY	Station	BOE072419	Date/Time	01/12/2024 04:10:22 PM	SBE 2023.06
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Give the **Help Desk Referral Form** to the voter and direct them to the Help Desk.

Cancel Vote

It is imperative to remember that once an ATV prints on Election Day, the voter is marked as 'Voted' and cannot be returned to a 'ready' status. If a voter has been marked as voted in error, the voter will need to be referred to the Help Desk to vote a Provisional Ballot.

However, if a voter's ATV needs to be canceled, you need to cancel the vote in OVRD so that the vote count is correct.

To Cancel Vote:

- Highlight the voter's record and click 'Cancel Vote' on the top of the screen.
- Select the appropriate reason:
 - Cancelled – use this when a voter information change is needed
 - Not Voted – use this when a voter decides not to vote after being processed at check-in
 - Wrong Voter – use this when the incorrect record was processed
- You must enter something into the Comments section
- Click 'Cancel Vote' this does not allow you to produce an additional ATV for the voter, but properly adjusts the number of voters checked-in so that number of voters will be properly counted
- Draw a large 'X' through the cancelled ATV, write "cancel" and the reason for cancellation and place it in the red changes folder.

Reprint

If an error occurs that prevents the ATV from Printing, use the search function to find the voter's record. Select the voter in the Potential Voters grid then click 'Reprint'.

Leaving the voting enclosure, spoiled or incomplete ballots

When a voter is given his/her official ballot, the voter is deemed to have begun the act of voting.

A voter:

- Shall immediately go alone to a voting booth, (unless with a spouse or determined to be entitled to receive assistance) and without delay, mark the ballot.
- Under no circumstances occupy a voting booth already occupied by another voter unless those voters are spouses who wish to occupy the same booth (exception for those persons providing allowed assistance)
- Will return to the precinct official any ballot he/she spoils or damages, at which point he/she is entitled to a replacement ballot, not to exceed three replacements. The precinct official will place each spoiled or damaged ballot in the marked black spoiled vinyl bag and complete the spoiled ballot log.
- Will ensure his/her ballot is cast, immediately after marking it, by placing the ballot into the tabulator. He/she will then immediately leave the voting enclosure.

Abandoned ballot

If a voter leaves the enclosure without finalizing the act of voting (placing the ballot into the tabulator): and the Chief Judge and Judges, by unanimous vote, find that the votes marked by the voter have not been disturbed by any other person, they can feed the ballot into the tabulator. If the Judges cannot unanimously confirm the ballot has not been disturbed, it must be marked as 'Spoiled' and put into the designated Spoiled Ballots black vinyl bag. Partially marked ballots are treated the same as fully marked ballots.

In every case where a voter has left without finalizing the act of voting, an Incident Report must be completed and placed in the Chief Judge Binder.

Voting After Scheduled Closing Time

Any voter in line by the scheduled closing time will be permitted to vote. Voting shall not end until all voters in line at the scheduled closing time have been permitted to vote.

Any voters in line at 7:30 will have their information recorded on the log found in the Chief Judge Binder to ensure all are permitted to vote and the last qualified voter in line at 7:30 is properly noted.

Numbering ATV Forms

After the voter has been issued a ballot, the ATV form is numbered at the ballot station.

The ATV forms are to be sequentially numbered and placed on an ATV ring. Rings of 100 should be placed in the blue vinyl completed ATV form bag. (The bottom form on the ring should be number 1 with the writing facing up.)

The last ATV form of the day should be signed by the Chief Judge and Judges.

PROVISIONAL VOTING

Who may vote a provisional ballot?

Any voter who is otherwise considered ineligible to vote a regular ballot should be offered a provisional ballot. The answer to the question “Who may vote a provisional ballot?” is “**Anyone.**”

Whose provisional ballot will count?

The provisional ballot of every eligible voter will be counted in all races for which the voter was entitled to vote. The board reviews provisional ballots to determine eligibility of the voter, including factors such as registration, jurisdiction and photo ID requirements.

No Photo ID

Voters will no acceptable photo ID **must** be offered a provisional ballot. There are two categories for voter who do not have an acceptable form of Photo ID:

Voter has a form of Acceptable ID, they do not have it with them at the time of voting

If a voter indicates they have an acceptable form of ID issued to them, they just don't have it with them, they should be offered a provisional ballot and they will need to bring their form of acceptable ID to the Board of Elections office no later then 5:00pm on the day before the county canvass. They will complete the Provisional Voting Application with the Help Desk and vote a provisional ballot.

Voter does not have any form of acceptable ID

If a voter does not have any of the acceptable forms of ID, they should be offered a provisional ballot an they should complete and ID EXCEPTION FORM. This form, along with the Provisional Voting Application, allows the voter to indicate the reason they do not have an ID. If the voter completes the form truthfully, indicates one of the lawful exceptions to having an ID, and signs the form, their ballot is eligible to be counted, pending approval from the board.

The lawful exceptions to having a Photo ID include:

- Reasonable Impediment
 - Reason the voter was unable to obtain an acceptable Photo ID
 - Lack of transportation
 - Disability or illness
 - Lack of birth certificate or other documents needed to get a photo ID
 - Work or school schedule
 - Family responsibilities
 - Photo ID is lost, stolen or misplaced
 - Applied for photo ID but have not received it
 - Other reason impediment (voter must write in)
 - State or federal law prohibits me from listing my reason
- Religious objection to being photographed
- Victim of a Natural Disaster
 - Victim of a natural disaster occurring within 100 days before election day that resulted in a disaster declaration by the President of the United States or the Governor of North Carolina.

Out of Precinct Provisional

Voters should vote in the polling place for their correct precinct based on their address as of 30 days before the election. We encourage all voters to go to their correct precinct in order for them to avoid voting a Provisional Ballot as well as to ensure they vote on all of their eligible contests. A voter in the wrong precinct may vote a provisional ballot if they choose, but all ballot styles may not be available in all precincts on Election Day.

Provisional applications and processing must be completed through OVRD

- OVRD will generate the application, the information sheet for the voter, and the provisional pollbook
- Do NOT use a manual form unless directed to do so by the BOE staff
- Provisional voting reasons
 - Voter does not have acceptable Photo ID
 - Voter is at incorrect precinct
 - System indicates NO BALLOT for the voter and he/she wants to cast a ballot
 - Jurisdiction Dispute – voter disputes jurisdiction shown in system
 - No Acceptable ID – voter is not able to present acceptable form of ID (for same-day registration or ID Required Voters)
 - No record of registration – cannot find voter in system (offer same-day registration at One-Stop)
 - Previously Removed – voter has been previously removed from records
 - Unrecognized Address – address data base does not recognize residential address
 - Unreported Move – voter wants to vote based on jurisdiction of new address, less than 30 days
 - Already Voted – system indicates the voter has already cast a ballot for this election

Provisional Materials

- Orange Provisional Bag (contains blank provisional envelopes)
- Paper ballot; Once you complete the provisional application in the computer, you will go to the ballot station to be issued a ballot for the voter to complete.
- Provisional booth
- Orange Provisional Bag

Provisional Steps Overview

- **Step 1 – Enter voter into OVRD; verify voter’s PHOTO ID (if not voting provisional for no acceptable ID)**
 - OVRD has printed the Provisional Voting Application and the Provisional Voter Instructions
- **Step 2 – Have the voter review and sign the Provisional Application; it is imperative the Voter signs the application; If the Provisional Reason is ID NOT PROVIDED (with exception form), voter MUST also sign exception form.**
- **Step 3 – Retrieve a blank envelope from the Orange Provisional bag**
 - Poll worker to complete the upper portion of the envelope on the back side and sign under **Precinct Official Signature**
- **Step 4 - Place the completed Provisional Voting Application in the plastic portion of the Provisional envelope. *The Provisional Voting Application must be visible through the clear plastic. An ID exception form should be placed behind the Provisional Voting Application.***
- **Step 5 – Obtain the correct paper ballot from the Ballot Station**
 - Ballot style will display on the bottom right portion of the **Provisional Voting Application**
 - Mark the ballot with the voter’s precinct number and the term “PROV”
- **Step 6 – Give the envelope and paper ballot to the voter**
 - Direct the voter to the provisional curtain to afford the voter privacy in casting his/her ballot
 - Direct the voter to seal the ballot inside the envelope when completed **and return to you. Make sure voter does not take ballot to the tabulator!**
 - Direct the voter to keep the Provisional Voter Instructions so he/she can follow-up on the status of the ballot
- **Step 7 – Once the voter has finished voting, be sure the ballot is properly sealed in the provisional envelope**
- **Step 8 – Be sure the voter leaves with the Provisional Voter Instructions**
- **Step 9 – Place voted Provisional Ballot in the orange provisional bag**
 - At close of polls, print the Provisional Poll Book, verify with Provisional Envelopes and place, with Provisional Envelopes, in the orange provisional bag

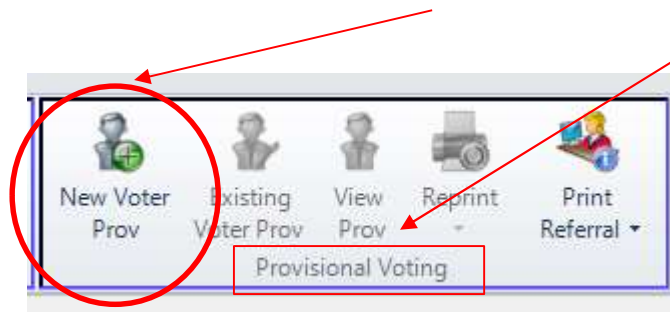
Entering Provisional Voter in OVRD

There are 2 ways to enter a provisional voter in OVRD

- **New Voter Prov** – voter is not registered; make sure you are first searching for the voter
- **Existing Voter Prov** – voter is registered, but for one of the aforementioned reasons needs to vote provisional

New Voter Provisional

- Conduct a thorough search for the voter:
 - Search by name OR
 - Search by DOB
- After determining the voter is not registered, select **New Voter Prov** in the **Provisional Voting** section



You will select this option for anyone who is not registered, or cannot be located in the system. All Provisional Voting should be processed through the computer; manual forms should not be used unless an emergent situation and directed to do so by BOE staff

After selecting **New Voter Prov**, the **Provisional Data Entry** screen will come up. Use this screen to fill in all the Voter Registration information (you must fill in address using the same method used in changing address; utilize the “View Street Range” feature). All information required is in RED

Ask the voter for ID information; if the voter presents a NC DL, record the number here. If not, please ask for the last four digits of the SSN

When complete, hit **Next**

Select the type of ID shown by the Voter.

****Note: If you select Driver's License please be sure the driver's license number is on the provisional application.**

At this screen use the drop-down box to select **Provisional Voting Reason**

Provisional (New) Data Entry

Provisional Voter Registration Information

Full Name DANIEL AIDAN BRASWELL
US Citizen? Yes
Birth Date 10/18/2000
Age 23
VRN
Residential Address 112 LINDA ST
PRINCETON NC 27569
Residential County JOHNSTON COUNTY
Will you have lived here for 30 days or more prior to the Election Date? Yes
Move Date
Phone 919-123-4567
Mailing Address
Previous Name
Previous Address
Previous County
Birth State AK
NCDL 1234567
SSN 1234
Gender
Race
Ethnicity
Party UNAFFILIATED
ID Provided? NC DRIVERS LICENSE

Provisional Voting Reason
NO RECORD OF REGISTRATION
 Curbside

Party Voted UNA
Default Ballot Style N0005
Ballot Style Issued N0005
Ballot Style Precinct PR07

Ballot Style Override

Jurisdiction List

PCT	PRO7	NORTH BOON HILL
MUNI	CI07	TOWN OF PRINCETON
CONG	13	CONGRESSIONAL DISTRICT 13
SUPCT	13	SUPERIOR COURT DISTRICT 13
JUD	12	JUDICIAL DISTRICT 12
NCSEN	10	NC SENATE DISTRICT 10
NCHSE	028	NC HOUSE DISTRICT 28
CCOM	CM03	COMMISSION #3
EBED	SB06	SCHOOL BOARD DISTRICT 6
PROS	13	PROSECUTORIAL DISTRICT 13
VTD	PRO7	PRO7

Previous Review Acknw Only Cancel Vote

The DEFAULT ballot style is based on the voter's jurisdictions.

Make sure the BALLOT STYLE ISSUED matches what ballot is available in your precinct. You only have your precinct's ballots on election day.

If everything is correct, select **Review**. If corrections need to be made, select Previous

Select **Review** and the **Provisional Voting Application** will print. Have the voter review all the information to make sure it is correct. Once the voter has signed the provisional voting application, select **Vote**

Provisional (New) Data Entry

Provisional Voter Registration Information

Full Name DANIEL AIDAN BRASWELL
US Citizen? Yes
Birth Date 10/18/2000
Age 23
VRN
Residential Address 112 LINDA ST
PRINCETON NC 27569
Residential County JOHNSTON COUNTY
Will you have lived here for 30 days or more prior to the Election Date? Yes
Move Date
Phone 919-123-4567
Mailing Address
Previous Name
Previous Address
Previous County
Birth State AK
NCDL 1234567
SSN 1234
Gender
Race
Ethnicity
Party UNAFFILIATED
ID Provided? NC DRIVERS LICENSE

Provisional Voting Information

Election Date 03/05/2024
Poll Book Number PR07-126-1
PIN CJ82-126-1
Location Voted PR07
Assigned Precinct PR07
Provisional Voting Reason NO RECORD OF REGISTRATION
Curbside No

Jurisdiction List

PCT	PRO7	NORTH BOON HILL
MUNI	CI07	TOWN OF PRINCETON
CONG	13	CONGRESSIONAL DISTRICT 13
SUPCT	13	SUPERIOR COURT DISTRICT 13
JUD	12	JUDICIAL DISTRICT 12
NCSEN	10	NC SENATE DISTRICT 10
NCHSE	028	NC HOUSE DISTRICT 28
CCOM	CM03	COMMISSION #3
EBED	SB06	SCHOOL BOARD DISTRICT 6
PROS	13	PROSECUTORIAL DISTRICT 13
VTD	PRO7	PRO7

Previous Vote Acknw Only Cancel Vote

The **Provisional Voter Instructions** will print; have voter review all information.

Encourage the voter to complete the demographic information:

"If you would like to provide demographic information, please complete this section prior to signing the bottom."

- point out the section of the form and then where to sign. The voter may manually make these selections.

If corrections are needed, click "Back"

GENDER	RACE	ETHNICITY	PARTY AFFILIATION	
<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African American/Black <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Multiracial <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Other	<input type="checkbox"/> Hispanic <input type="checkbox"/> Not Hispanic	<input type="checkbox"/> Democratic <input type="checkbox"/> Libertarian <input type="checkbox"/> Republican <input type="checkbox"/> Other	<input type="checkbox"/> Green <input type="checkbox"/> No Labels <input checked="" type="checkbox"/> Unaffiliated

PROVISIONAL VOTING APPLICATION - JOHNSTON COUNTY

ELECTION: 03/05/2024 PB NO: PR07-126-1

ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA? YES NO

RESIDENTIAL ADDRESS (STREET ADDRESS WHERE YOU NOW LIVE): 112 LINDA ST, PRINCETON, NC 27569

DATE OF BIRTH: 10/18/2000 BIRTH STATE/COUNTRY: AK

VOTER'S AFFIRMATION OF ELIGIBILITY TO VOTE

I attest that in addition to having read and understood the contents of this form, that under penalty of perjury that:

I am currently registered to vote (or made a timely attempt to register) in this county and I will have resided at the address noted above for 30 days immediately prior to this election.

I have not moved out of this county since my original registration or registered to vote or voted in another county or state since that time.

I am a United States citizen and I am at least 18 years old, or will be by the date of the general election.

As indicated above, my political party preference is: UNAFFILIATED

I understand that it is a felony to vote more than one time in an election.

I have not been convicted of a felony, or if so, I have completed my sentence (including probation, post-release supervision, or parole).

The election official cannot find a record of my registration. (No Record of Registration)

I submitted a voter registration application to the DMV, either in-person or online on _____ My driver license number is _____

I submitted a voter registration application to _____ (specify agency, board of elections office, or another person) on _____

I moved within my county and my voter registration was not updated prior to election day. (Unreported Move)

I am choosing to vote at a voting place assigned to a precinct in which I do not live. (Incorrect Precinct)

I am voting provisionally due to an ID issue:

My voter registration was previously cancelled but I believe I am eligible to vote today. (Previously Removed)

I am choosing to vote a ballot style for a party of which I am not shown to be registered. (Incorrect Party)

The election official cannot locate my residential address in their records to determine my proper ballot style. (Unrecognized Address)

The registration records indicate that I have already voted in this election. (Voter Already Voted)

I dispute the _____ election district to which I am assigned. I believe I live in _____ election district. (Jurisdiction Dispute)

I am voting during extended voting hours. (Voting During Extended Hours)

Other: _____

PROVIDER SIGNATURE **PRECINCT OFFICIAL SIGNATURE**

BRASWELL, DANIEL AIDAN AIDAN

DATE/TIME: 03/05/2024 SITE: PR07 STATION: 806072459

OPERATOR: akwv001 TRANS ID: 126-1 PIN: C82-126-1

HAVA ID Provided: NC DRIVERS LICENSE PROVISIONAL PRECINCT: PR07 BALLOT STYLE ISSUED: LNA

Voter/View Precinct: Provisional Precinct Provisional Party: LNA

Voter/View Party: Provisional Party Provisional Party: LNA

Voter/View Ballot: Provisional Ballot Provisional Ballot: N005

JOHNSTON COUNTY BOARD OF ELECTIONS
 PO BOX 1172
 SMITHFIELD, NC 27577
 Phone: (919) 989-5095 • Fax: (919) 989-5142 • elections@johnstonnc.com

Provisional Voter Instructions
 (How to Check the Status of Your Provisional Vote)

You were required to vote a provisional ballot today because of the following reason:
NO RECORD OF REGISTRATION Election Date: 03/05/2024

Your provisional ballot application will be researched to determine whether you were eligible to vote. The County Board of Elections will meet formally to decide whether to count your provisional ballot before the election is final.

Provisional Ballot Because of No Photo ID? If you completed a Photo ID Exception Form and are otherwise eligible to vote, the County Board of Elections will count your ballot if you truthfully completed that form. If there is a reason to question whether your form is accurate, the County Board will contact you to address that issue. If you did not present photo ID and did not complete a Photo ID Exception Form, you must bring acceptable photo ID in person to the County Board of Elections by 5 p.m. on March 14, 2024.

Provisional Ballot Because of No HAVA ID? If you were required to vote a provisional ballot because you did not show acceptable HAVA identification, you must provide this identification to the county board of elections no later than 5 p.m. on March 14, 2024 by mail, fax, email, or in person. It would be helpful if you include this document.

The county board contact information is:
 JOHNSTON COUNTY BOARD OF ELECTIONS Phone: (919) 989-5095
 205 S. SECOND ST. Fax: (919) 989-5142
 SMITHFIELD, NC 27577 Email: elections@johnstonnc.com

You may check the status of your provisional application and ballot no earlier than Ten (10) days after election day using one of the following methods:

ONLINE	www.ncsbe.gov Select "Check Your Provisional Vote" Remember to Wait 10 Days	You will be asked for the following: • County • Election • Birth Date • Personal Identification Number (PIN) ▼ YOUR PIN ▼ BRASWELL, DANIEL AIDAN PV Reason: NO RECORD OF REGISTRATION Ballot Issued: N005 Party Issued: LNA PIN: CJ82-126-1
CALL	JOHNSTON COUNTY BOARD OF ELECTIONS 919-989-5095 (During normal business hours) Remember to Wait 10 Days	
CALL	STATE BOARD OF ELECTIONS 1-866-522-4723 (During normal business hours) Remember to Wait 10 Days	

Protect your PIN!
 Your PIN is the key to your provisional information. If you lose your PIN, you must visit the County Board of Elections *in person* to determine if your ballot was counted.

NC820E-PROV VOT INS Revised 2023-08

The main screen on OVRD now displays the icons for **Provisional Vote**


Changes Voter

VRN: ACTIVE N/A

BRASWELL, DANIEL AIDAN

112 LINDA ST

PRINCETON, NC 27569



Existing Voter Provisional

- Voter is already registered, but needs to vote provisionally for one of the aforementioned reasons

Search for the voter in SOSA/OVRD. Once you have found the voter and “highlighted” him/her, the name appears in the bottom portion of the screen

In this example, the voter is not in the correct precinct and does not have a ballot style assigned (the voter does not live in a municipality).

Once the voter is displayed, click on **Existing Voter Prov** in the **Provisional Voting** section

OVRD Voting (v.2.10.7) - LOCAL (one_stop) - abraswell - Source DB:JOHNSTON_TRAIN - Election:03/05/2024 PRIMARY - Mach:BOE072419 - Site:PR07

File Home Tools

Search Clear More Criteria Show Removed Voters

Vote Reprint Cancel Vote Reprint Flag as Absentee Flag as Transfer

Update Voter Reg View Voter Reg Registration New Voter Prov Existing Voter Prov Provisional Voting

Search Criteria

Last Name: BRASWELL First Name: ROBYN Middle Name: Existing Voter Prov

Potential Voters (1 rows)					
Name	Address	Mail Addr	Ballot Style	Party	
BRASWELL, ROBYN OWENS	890 BIZZELL BRASWELL RD, PRINCETON, NC 27569		N0005/D/0001/R0003/	UNA	

The voter is not in the correct precinct;
Remind the voter his/her correct precinct PR22; review sample ballot with voter to inform what is available if voter choses to remain and vote, **Begin the process by clicking 'Existing Voter Prov'.**

Voter: VRN: 000003004043 ACTIVE PR22/PR22 CANNOT VOTE NOT IN PRECINCT

Changes: BRASWELL, ROBYN OWENS 890 BIZZELL BRASWELL RD PRINCETON, NC 27569

The voter is not in the correct precinct; a voter must ALWAYS be given the option to cast a provisional ballot. In this case, the voter wishes to stay at your precinct and vote provisional. **Begin the process by clicking 'Existing Voter Prov'.**

Once **Add Existing** is selected, the **Provisional Data Entry** screen will appear. Use this screen to verify with the voter everything is correct or make any necessary changes

If you need to make corrections/changes to the voters information, it can be done at the this screen.

Once everything is correct, select **Next**

All voters are asked to present an acceptable form of Photo ID.

This box will **ONLY** appear if your existing voter is flagged as “ID required” because they did not submit required information on their registration and they are a first-time voter

If the voter does not have acceptable photo ID, simply click **NO ID** and be sure to select one of the ID NOT PROVIDED reasons on the next screen, even if secondary reasons for voting provisional apply. You should note additional reasons on the envelope.

No voter is required to present ID to vote a provisional ballot.

You must then use the drop-down box to select a reason for voting provisionally.

Select a **Provisional Voting Reason** "INCORRECT PRECINCT" = voter is not at the correct precinct

The **DEFAULT BALLOT STYLE** is the ballot style assigned based on the voter's jurisdiction; **You must select the BALLOT STYLE ISSUED** based on what is available in your precinct.

Then select **Review**

The Provisional Voting Application will now print; the voter should make sure everything is correct, the correct provisional reason is indicated; and have the voter sign

Once the voter signs the **Provisional Voting Application**, select **Vote**

The **Provisional Voter Instructions** will print. Once the voter has returned the ballot in the sealed envelope, provide them with the Provisional Voter Instructions.

The voter will now show as voted **provisionally** in OVRD

NO PHOTO ID PROVISIONAL

Whether a new or an existing voter, if your voter does not have an acceptable photo ID, always select one of the ID NOT PROVIDED reason to ensure the ID Exception Form prints if necessary. A voter can have more than one reason for voting provisional, such as *No Record of Registration* and *ID Not Provided*. **Any ID NOT PROVIDED reason supersedes all other reasons for selection in the system.** If there is a secondary reason, you should manually complete that information on the provisional envelope.

Voter has a form of Acceptable ID, they do not have it with them at the time of voting

In the provisional process, at the 'Provisional Data Entry' Screen, choose ID NOT PROVIDED – NO EXCEPTION FORM/RETURN WITH ID

Provisional (Existing) Data Entry

Provisional Voter Registration Information

Full Name: TERRY RAY BRASWELL

US Citizen?: Yes

Birth Date: 08/23/1998

Age: 25

VRN: 000002107375

Residential Address: 890 BIZZELL BRASWELL RD
PRINCETON NC 27569

Residential County:

Will you have lived here for 30 days or more prior to the Election Date?: Yes

Move Date:

Phone:

Mailing Address:

Previous Name:

Previous Address:

Previous County:

Birth State: NC

NCDL:

SSN:

Gender: MALE

Race: WHITE

Ethnicity: NOT HISPANIC or NOT LATINO

Party: UNAFFILIATED

ID Provided?:

Provisional Voting Reason: ID NOT PROVIDED - NO EXCEPTION FORM/RETURN WITH ID

Curbside

Party Voted: UNA

Default Ballot Style: N0005

Ballot Style Issued: N0005

Ballot Style Precinct: PR22

Ballot Style Override

Jurisdiction List

PCT	PR22	PINE LEVEL
CONG	13	CONGRESSIONAL DISTRICT 13
SUPCT	13	SUPERIOR COURT DISTRICT 13
JUD	12	JUDICIAL DISTRICT 12
NCSEN	10	NC SENATE DISTRICT 10
NCHSE	028	NC HOUSE DISTRICT 28
CCOM	CM06	COMMISSION #6
BDED	SB06	SCHOOL BOARD DISTRICT 6
PROS	13	PROSECUTORIAL DISTRICT 13
VTD	PR22	PR22

Previous Review Acknw Only Cancel Vote

- Make sure the ballot style you are issuing the voter is selected
- When information is correct, select Review
- The Provisional Voting Application Prints; have the voter review and sign. The voter will have until 5 PM the day before the county canvass to bring an acceptable form of Photo ID to the Board of Elections office. This information will appear on the Instruction Sheet that will print for the voter after you hit VOTE.
- If a voter votes provisionally for not having their acceptable ID with them, they must bring it to the BOE office prior to the deadline in order for their ballot to be eligible to be counted.
- Resume steps as indicated on page 35

Voter does not have an acceptable form of photo ID

If a voter indicates they do not have any of the acceptable forms of photo ID issued to them, the voter should be offered a provisional ballot with and ID exception form. The exception form is created by the system in addition to the Provisional Voting Application and BOTH need to be reviewed and signed by the voter and placed in the clear plastic sleeve of the provisional envelope.

- In the provisional process, at the 'Provisional Data Entry' Screen, choose one of the ID NOT PROVIDED - EXCEPTION reasons
 - ID NOT PROVIDED – EXCPEPTION – NATURAL DISASTER
 - Voter is a victim of a natural disaster within 100 days of the election as declared by the President of the United States or the Governor of North Carolina
 - ID NOT PROVIDED – EXCPEPTION – REASONABLE IMPEDIMENT
 - Voter is able to declare if they had a reasonable impediment that prevented them from obtaining an acceptable photo ID
 - The voter will indicate reason, which will be selected in computer
 - ID NOT PROVIDED – EXCPEPTION – RELIGIOUS OBJECTION
 - Voter has a religious objection to being photographed

Provisional (Existing) Data Entry

Provisional Voter Registration Information

Full Name: TERRY RAY BRASWELL
US Citizen?: Yes
Birth Date: 08/23/1998
Age: 25
VRN: 000002107375
Residential Address: 890 BIZZELL BRASWELL RD PRINCETON NC 27569
Residential County: [blank]
Will you have lived here for 30 days or more prior to the Election Date?: Yes
Move Date: [blank]
Phone: [blank]
Mailing Address: [blank]
Previous Name: [blank]
Previous Address: [blank]
Previous County: [blank]
Birth State: NC
NCDL: [blank]
SSN: [blank]
Gender: MALE
Race: WHITE
Ethnicity: NOT HISPANIC or NOT LATINO
Party: UNAFFILIATED
ID Provided?: [blank]

Provisional Voting Reason
 Curbside
ID NOT PROVIDED - EXCEPTION - REASONABLE IMPEDIMENT

Party Voted: UNA
Default Ballot Style: N0005
Ballot Style Issued: N0005
Ballot Style Precinct: PR22
Ballot Style Override: [button]

Jurisdiction List

PCT	PR22	PINE LEVEL
CONG	13	CONGRESSIONAL DISTRICT 13
SUPCT	13	SUPERIOR COURT DISTRICT 13
JUD	12	JUDICIAL DISTRICT 12
NCSEN	10	NC SENATE DISTRICT 10
NCNSE	028	NC HOUSE DISTRICT 28
CCOM	CH06	COMMISSION #6
BDED	SB06	SCHOOL BOARD DISTRICT 6
PROS	13	PROSECUTORIAL DISTRICT 13
VTD	PR22	PR22

Previous Review Acknw Only Cancel Vote

IF ID NOT PROVIDED – EXCEPTION – REASONABLE IMPEDIMENT is selected, after you confirm/select correct ballot style issued, choose REVIEW and the system will prompt you to enter the voter’s reasonable impediment reason.

Click on reason voter indicates;

Click on arrow and to move reason into lower box;

More than one reason can be selected.

When all reason indicated by voter appear in the lower box, click OK

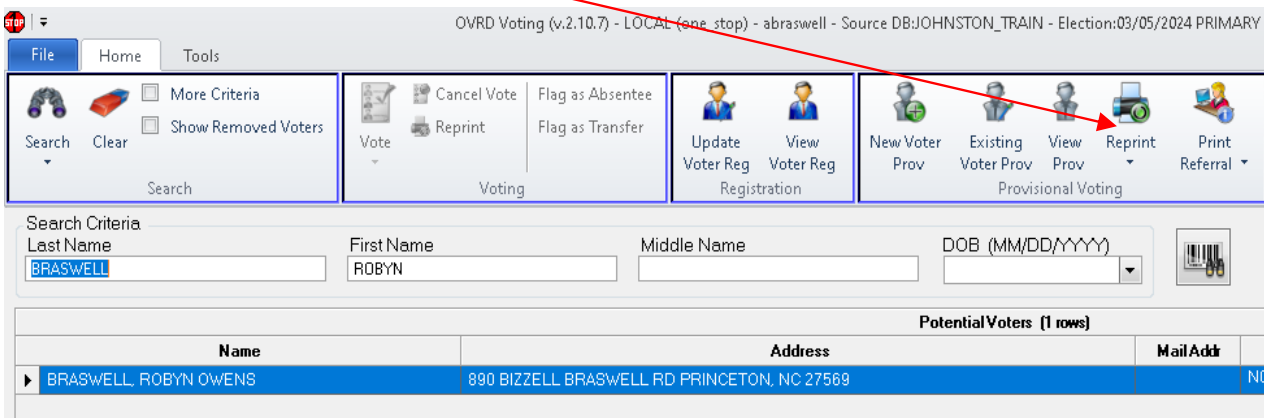
The voter's PROVISIONAL VOTING APPLICATION and PHOTO ID EXCEPTION FORM print.

Both forms must be reviewed and signed by the voter; upon completion, both forms go in the clear plastic sleeve of the provisional envelope, with the PROVISIONAL VOTING APPLCIATION on top.

You may proceed to the remaining steps outlined on page 35.

Reprinting Provisional Documents

If there is a problem printing and you need to re-print the documents, you can “re-search” your voter, select them (blue highlight) and then select Reprint in the Provisional Voting Section. You can choose which form you need to re-print



The screenshot shows the OVRD Voting (v.2.10.7) interface. The title bar indicates the system is running on a local stop for 'abraswell' with source DB 'JOHNSTON_TRAIN' and election '03/05/2024 PRIMARY'. The interface includes a ribbon menu with sections for Search, Voting, Registration, and Provisional Voting. The Provisional Voting section contains icons for New Voter Prov, Existing Voter Prov, View Prov, Reprint, and Print Referral. A red arrow points from the text above to the Reprint icon. Below the ribbon is a search criteria form with fields for Last Name (BRASWELL), First Name (ROBYN), Middle Name, and DOB (MM/DD/YYYY). A table below shows one potential voter:

Potential Voters (1 rows)			
Name	Address	MailAddr	
BRASWELL, ROBYN OWENS	890 BIZZELL BRASWELL RD PRINCETON, NC 27569		NO

Questions about Provisionals

If, at any time, you have questions about Provisionals, stop and call the BOE office. Staff will be happy to walk you through the Provisional Voting Process

Provisional Example Illustrations

Poll Book Number

Provisional Voter Application

PROVISIONAL VOTING APPLICATION - JOHNSTON COUNTY				B O D	PCT SPLIT	PARTY
ELECTION: 03/05/2024		PB NO: PR07-126-1				
PIN	Location Voted	PRO7	Existing Voter VRN			
VOTER REGISTRATION/UPDATE FORM						
ARE YOU A CITIZEN OF THE UNITED STATES OF AMERICA? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>						
WILL YOU BE AT LEAST 18 YEARS OF AGE ON OR BEFORE ELECTION DAY? YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>						
IF YOU CHECKED "NO" IN RESPONSE TO EITHER OF THESE QUESTIONS, DO NOT COMPLETE THIS FORM.						
LAST NAME		FIRST NAME		MIDDLE NAME		SUFFIX
BRASWELL		DANIEL		AIDAN		
RESIDENTIAL ADDRESS (STREET ADDRESS WHERE YOU NOW LIVE)				APT/LOT	CITY	STATE ZIP COUNTY
112 LINDA ST					PRINCETON	NC 27569 JOHNSTON
MAILING ADDRESS					PHONE	
					(919) 123-4567	
HAVE YOU LIVED AT YOUR ADDRESS FOR 30 OR MORE DAYS?		IF "NO," DATE MOVED?		NAME USED IN PREVIOUS REGISTRATION		
Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>						
PREVIOUS ADDRESS					PREVIOUS COUNTY	
DATE OF BIRTH	BIRTH STATE/COUNTRY	GENDER	RACE	ETHNICITY	PARTY AFFILIATION	
10/18/2000	AK	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African American/Black <input type="checkbox"/> American Indian/Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Multiracial <input type="checkbox"/> Native Hawaiian/Pacific Islander <input type="checkbox"/> White <input type="checkbox"/> Other	<input type="checkbox"/> Hispanic <input type="checkbox"/> Not Hispanic	<input type="checkbox"/> Democratic <input type="checkbox"/> Green <input type="checkbox"/> Libertarian <input type="checkbox"/> No Labels <input type="checkbox"/> Republican <input checked="" type="checkbox"/> Unaffiliated <input type="checkbox"/> Other	
NC DRIVERS LICENSE NO.	LAST FOUR DIGITS OF SSN					
1234567	1234					
Check here if you do not have a NC DMV-issued drivers license, identification card or a social security number <input type="checkbox"/>						
VOTER'S AFFIRMATION OF ELIGIBILITY TO VOTE						
I attest that in addition to having read and understood the contents of this form, that under penalty of perjury that:						
<input checked="" type="checkbox"/> I am currently registered to vote (or made a timely attempt to register) in this county and I will have resided at the address noted above for 30 days immediately prior to this election.						
<input checked="" type="checkbox"/> I have not moved out of this county since my original registration or registered to vote or voted in another county or state since that time.						
<input checked="" type="checkbox"/> I am a United States citizen and <input checked="" type="checkbox"/> I am at least 18 years old, or will be by the date of the general election.						
<input checked="" type="checkbox"/> As indicated above, my political party preference is: <u>UNAFFILIATED</u>						
<input checked="" type="checkbox"/> I understand that it is a felony to vote more than one time in an election.						
<input checked="" type="checkbox"/> I have not been convicted of a felony, or if so, I have completed my sentence (including probation, post-release supervision, or parole).						
▼ My reasons for voting provisionally are noted below ▼						
<input checked="" type="checkbox"/> The election official cannot find a record of my registration. (No Record of Registration)						
<input type="checkbox"/> I submitted a voter registration application to the DMV, either in-person or online on _____, My driver license number is _____						
<input type="checkbox"/> I submitted a voter registration application to _____ (specify agency, board of elections office, or another person) on _____						
<input type="checkbox"/> I moved within my county and my voter registration was not updated prior to election day. (Unreported Move)						
<input type="checkbox"/> I am choosing to vote at a voting place assigned to a precinct in which I do not live. (Incorrect Precinct)						
<input type="checkbox"/> I am voting provisionally due to an ID issue: _____						
<input type="checkbox"/> My voter registration was previously cancelled but I believe I am eligible to vote today. (Previously Removed)						
<input type="checkbox"/> I am choosing to vote a ballot style for a party of which I am not shown to be registered. (Incorrect Party)						
<input type="checkbox"/> The election official cannot locate my residential address in their records to determine my proper ballot style. (Unrecognized Address)						
<input type="checkbox"/> The registration records indicate that I have already voted in this election. (Voter Already Voted)						
<input type="checkbox"/> I dispute the _____ election district to which I am assigned. I believe I live in _____ election district. (Jurisdiction Dispute)						
<input type="checkbox"/> I am voting during extended voting hours. (Voting During Extended Hours)						
<input type="checkbox"/> Other: _____						
FRAUDULENTLY OR FALSELY COMPLETING THIS FORM IS A CLASS 1 FELONY UNDER CHAPTER 163 OF THE NC GENERAL STATUTES						
x Voter Signature				x Precinct Official		
Provisional Voter's Signature				Election Official Signature		
SBOE V2023.10						
Date/Time	03/05/2024	Site	PR07	Station	BOE072419	
Operator	abraswell	Trans ID	126-6	PIN	CJ82-126-1	
HAVA ID Provided:	NC DRIVERS LICENSE	<input type="checkbox"/> Curbside		Ballot Style Issued		
VoterView Precinct		Provisional Precinct	PR07	Ballot Style Issued		
VoterView Party		Provisional Party	UNA	Ballot Style Issued		
VoterView Ballot		Provisional Ballot	N0005	Ballot Style Issued		

voter's & poll workers signatures required

Ballot Style Issued

Voting Precinct

Photo ID Exception Form

If voter casts a provisional ballot for any of the ID NOT PROVIDED – EXCEPTION reasons

NORTH CAROLINA JOHNSTON COUNTY	PHOTO ID EXCEPTION FORM	ELECTION DATE 03/05/2024	PROVISIONAL POLL BOOK NO PR07-126-4
-----------------------------------	--------------------------------	--------------------------------	---

**Voter, please complete this form to explain why you cannot show photo ID.
Your vote will count if you truthfully complete and sign this form.**

Name: BRASWELL TERRY RAY
Last Name First Name Middle Name Suffix

Contact: _____
Email Address (if available) Phone

I AFFIRM that I am the registered voter identified above, that I am casting a provisional ballot while voting in person, and that: (choose from the exceptions below)

EXCEPTION 1: REASONABLE IMPEDIMENT

- I suffer from a reasonable impediment that prevents me from presenting photo ID.
(CHOOSE ONE OR MORE REASONS BELOW)
1. I cannot get photo ID due to:
 - Lack of transportation
 - Disability or illness
 - Lack of birth certificate or other documents needed to get photo ID
 - Work or school schedule
 - Family responsibilities
 2. My photo ID is lost, stolen, or misplaced
 3. I applied for photo ID but have not received it
 4. Other reasonable impediment to presenting photo ID (you **must** write the reason if choosing this option):
 5. State or federal law prohibits me from listing my reason

EXCEPTION 2: RELIGIOUS OBJECTION TO BEING PHOTOGRAPHED

I have a religious objection to being photographed.

EXCEPTION 3: VICTIM OF A NATURAL DISASTER

I was a victim of a natural disaster occurring within 100 days before election day that resulted in a disaster declaration by the President of the United States or the Governor of North Carolina.

VOTER, SIGN BELOW FRAUDULENTLY OR FALSELY COMPLETING THIS FORM IS A CLASS I FELONY UNDER CHAPTER 163 OF THE NC GENERAL STATUTES.

X Voter Signature
VOTER'S SIGNATURE (REQUIRED)

ELECTION OFFICIAL TO COMPLETE

Voting Site: PR07 VRN: 000002107375 Official's Name: abraswell

Provisional Sample Ballot

Sample Ballot
Brunswick County, North Carolina
November 7, 2023

PROV NB07
Precinct NB07_BELVILLE 1-V0034

Page 1 of 1

BALLOT MARKING INSTRUCTIONS

A. Using the marking device provided or a black or blue ink pen, completely fill in the box to the left of each candidate or selection of your choice as shown.

ing in the box and writing the name on the Write-in line.
It to request a replacement.

NONPARTISAN ELECTIONS

Brunswick Regional Water and Sewer H2GO Commissioner
(You may vote for TWO)

Poll Worker to indicate it is a Provisional Ballot (PROV) and write the voter's precinct - 'Provisional Precinct' from the Provisional Application.

Provisional Envelope

VOTER - INSERT BALLOT & SEAL

Information from Provisional Voting Application

Indicate reason

Any specific information that may help determine if ballot is eligible to be counted

POLL WORKERS COMPLETE

Date Ballot Cast: 11-7-2023

Voter's Name: Doris Anderson

Poll Book No.: NB07-100-8

Voting Precinct: NB07

Ballot Style Issued: V0034

Additional Notes for BOE: Voter lost her ID over weekend

Worker Initials: PW

Indicate Provisional Voting Reason

<input type="checkbox"/> INCORRECT PRECINCT	<input type="checkbox"/> INCORRECT PARTY	<input type="checkbox"/> NOT REGISTERED
<input type="checkbox"/> JURISDICTION DISPUTE	<input type="checkbox"/> UNREPORTED MOVE	<input checked="" type="checkbox"/> NO ID PROVIDED
<input type="checkbox"/> VOTER ALREADY VOTED	<input type="checkbox"/> ADDRESS NOT FOUND	<input type="checkbox"/> ID EXCEPTION FORM
<input type="checkbox"/> PREVIOUSLY REMOVED	<input type="checkbox"/> EXTENDED HOURS VOTING	

FOR USE BY BOE STAFF ONLY

Provisional Disposition Reason

<input type="checkbox"/> Not Registered	<input type="checkbox"/> Non-matching Signature	<input type="checkbox"/> Ballot Missing From Envelope
<input type="checkbox"/> Provisional Application Incomplete	<input type="checkbox"/> Voted Out Of Precinct	<input type="checkbox"/> Registered After Deadline
<input type="checkbox"/> ID Not Provided	<input type="checkbox"/> Moved Out of Precinct More Than 30 Days	<input type="checkbox"/> Wrong Party Ballot
<input type="checkbox"/> Previously Denied	<input type="checkbox"/> Voter Already Voted	<input type="checkbox"/> Removed Voter
<input type="checkbox"/> Not Eligible to Vote in Election	<input type="checkbox"/> Extended Hours Order Invalidated	<input type="checkbox"/> Other

<p>Party Voted (Partisan Primaries Only)</p> <p><input type="checkbox"/> Democratic</p> <p><input type="checkbox"/> Green</p> <p><input type="checkbox"/> Libertarian</p> <p><input type="checkbox"/> Republican</p> <p><input type="checkbox"/> Unaffiliated</p> <p><input type="checkbox"/> Other: _____</p>	<p>Staff Verification</p> <p><input type="checkbox"/> Precinct Verified <input type="checkbox"/> DMV Checked</p> <p><input type="checkbox"/> Ballot Style Verified <input type="checkbox"/> If ID Required, Received by BOE</p> <p>Staff Comments:</p> <p>_____</p> <p>_____</p>	<p>Board Approval</p> <p><input type="checkbox"/> Fully Counted</p> <p><input type="checkbox"/> Partially Counted</p> <p><input type="checkbox"/> Not Counted</p> <p>Chair's Initials: </p> <p>Ballot Style for Duplication: </p>
---	---	--

Provisional Voter Instructions

Make sure voter leaves with instructions.



JOHNSTON COUNTY BOARD OF ELECTIONS

PO BOX 1172
SMITHFIELD, NC 27577

Phone: (919) 989-5095 • Fax: (919) 989-5142 • elections@johnstonnc.com

Provisional Voter Instructions (How to Check the Status of Your Provisional Vote)

You were required to vote a provisional ballot today because of the following reason:

NO RECORD OF REGISTRATION

Election Date: 03/05/2024

Your provisional ballot application will be researched to determine whether you were eligible to vote. The County Board of Elections will meet formally to decide whether to count your provisional ballot before the election is final.

Provisional Ballot Because of No Photo ID? If you completed a [Photo ID Exception Form](#) and are otherwise eligible to vote, the County Board of Elections will count your ballot if you truthfully completed that form. If there is a reason to question whether your form is accurate, the County Board will contact you to address that issue. If you did not present photo ID and did not complete a Photo ID Exception Form, you must bring acceptable photo ID in person to the County Board of Elections by 5 p.m. on March 14, 2024.

Provisional Ballot Because of No HAVA ID? If you were required to vote a provisional ballot because you did not show acceptable HAVA identification, you must provide this identification to the county board of elections no later than 5 p.m. on March 14, 2024 by mail, fax, email, or in person. It would be helpful if you include this document.

The county board contact information is:

JOHNSTON COUNTY BOARD OF ELECTIONS
205 S. SECOND ST.
SMITHFIELD, NC 27577

Phone: (919) 989-5095
Fax: (919) 989-5142
Email: elections@johnstonnc.com

You may check the status of your provisional application and ballot no earlier than Ten (10) days after election day using one of the following methods:

ONLINE	<p>www.ncsbe.gov Select "Check Your Provisional Vote"</p> <p>Remember to Wait 10 Days</p>
CALL	<p>JOHNSTON COUNTY BOARD OF ELECTIONS</p> <p>919-989-5095 (During normal business hours)</p> <p>Remember to Wait 10 Days</p>
CALL	<p>STATE BOARD OF ELECTIONS</p> <p>1-866-522-4723 (During normal business hours)</p> <p>Remember to Wait 10 Days</p>

You will be asked for the following:

- County
- Election
- Birth Date
- Personal Identification Number (PIN)

▼ YOUR PIN ▼

BRASWELL, DANIEL AIDAN
PV Reason: NO RECORD OF REGISTRATION
Ballot Issued: N0005 Party Issued:UNA
PIN: CJ82-126-1

Protect your PIN!

Your **PIN** is the key to your provisional information. If you lose your PIN, you must visit the County Board of Elections **in person** to determine if your ballot was counted.

CURBSIDE VOTING

Curbside voting is for voters who cannot enter the voting place because of age, physical disability, or physical barriers encountered at the polling place. Curbside voting is available the entire time the polls are open. The curbside voter's companion is not automatically entitled to vote a curbside ballot simply because they are with a curbside voter. The curbside voter's car is considered their voting booth; thus, it is considered within the buffer zone. Electioneers may not approach a vehicle that is parked in a marked "Curbside Voting" parking space. It is permissible for one official to handle the curbside voting.

Curbside Ballot Log

A log will be kept of all curbside voters; it can be found in the clear supply tub. This tracks all curbside voters. At the close of polls, make sure the log is placed in the **Yellow Curbside Folder** for return to the BOE.

- **Step 1** – Read the curbside oath to the voter and complete the curbside log. Obtain and verify the voter's name and address. Ask for an acceptable form of ID. Take the Curbside Log out to the vehicle and log the voter's information; this allows you to confirm you are pulling up the correct voter in the computer.
 - **Curbside Oath:** (copies are found on the backside of clipboard.

Read this information aloud to the voter prior to completing the Curbside Log:

"In order to use curbside voting, you are required to take an oath attesting to your eligibility to use this voting method.

[Recite the curbside oath and have voter swear or affirm]

"I do solemnly swear (or affirm) that I am a registered voter in Brunswick County, Precinct 'x'. That because of age or physical disability, I am unable to enter the voting place to vote in person without physical assistance. That I desire to vote outside the voting place and enclosure, and that I understand that a false statement as to my condition will be in violation of North Carolina law."

Do you agree with this statement and will you be able to sign the oath?"

If the voter agrees, you may proceed to filling out the Curbside Log. The voter will sign in agreement to this oath on their ATV form once it is produced by the computer.

CURBSIDE INFORMATION COLLECTION SHEET

Voters are now required to show a Photo ID before voting. Please indicate which form of ID the voter provided:

Mark the correct answer for each item:	Check the correct answer for each item:	Important Exceptions & Notes:
<input type="checkbox"/> NC Driver's License	<input type="checkbox"/> Military ID Card	1) Voter 18 years or older can present an expired ID provided the voter was registered on their 65th birthday.
<input type="checkbox"/> Other DMV ID Card	<input type="checkbox"/> Veterans ID Card	2) If the voter does not have a voter ID use it if they can get one or they will vote a Provisional ballot.
<input type="checkbox"/> US Passport	<input type="checkbox"/> Tribal Enrollment Card	3) If they are claiming an Exception, see back of this form.
<input type="checkbox"/> State of Election Voter ID Card	<input type="checkbox"/> Other Federal or State Public Assistance ID Card	4) If the picture on mine does not reasonably resemble the voter get the Clerk's Judge
<input type="checkbox"/> Student ID Card (see list for approved list)		
<input type="checkbox"/> Employee ID Card (see approved list)		

Voter Information

Voter's Name: _____

Voter's Address: _____

DOB (not required): _____

Has the voter recently (since they last voted) moved to this address?

Moved more than 30 days ago Moved less than 30 days ago

If Primary, Party Affiliation: _____

Additional Notes: _____

Voter Photo ID Exception Information

Use the form below to list any Photo ID Exception the voter is claiming. This information is to assist the Help Desk as they will be printing the official Exception form. Any voter who requests a Voter ID Exception will be voting a Provisional Ballot (Help Desk).

EXCEPTION 1: REASONABLE IMPEDIMENT

1. Voter can not get a photo ID due to:

- Lack of Transportation
- Disability or illness
- Lack of birth certificate or other documents needed to get photo ID
- Work or school schedule
- Family responsibilities

2. My photo ID is lost, stolen, or misplaced

3. I applied for photo ID but have not received it

4. State or Federal law prohibits me from listing my reason

5. Other: _____

EXCEPTION 2: RELIGIOUS OBJECTION TO BEING PHOTOGRAPHED

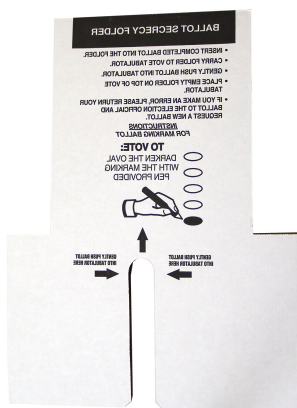
- I have a religious objection to being photographed

EXCEPTION 3: VICTIM OF NATURAL DISASTER

- I was a victim of a natural disaster occurring within 100 days before election day that resulted in a disaster declaration by the President or Governor.

You must also verify the voter's Photo ID to make sure it meets the measures required;

- Is it an acceptable form of Photo ID?
 - Does it meet the expiration requirements?
 - Does the picture on the ID reasonably resemble the voter presenting to vote?
- **Step 2** – Once the voter is verified to be registered and found in OVRD, compare the name in the record to the name recorded in the photo ID section of the log. Is it the same or substantially equivalent to the name stated by the voter? If so, and all information is correct, Select 'Vote', then Curbside. This will fill in the curbside affidavit at the bottom of the ATV
 - **Step 3** – Take the ATV to the Ballot Station, who will issue the correct ballot to you for the voter and insert it into a privacy sleeve on a second clipboard.
 - **Step 4** – Take the ATV form on a clipboard, the paper ballot in the privacy sleeve on a clipboard and a pen outside to the voter



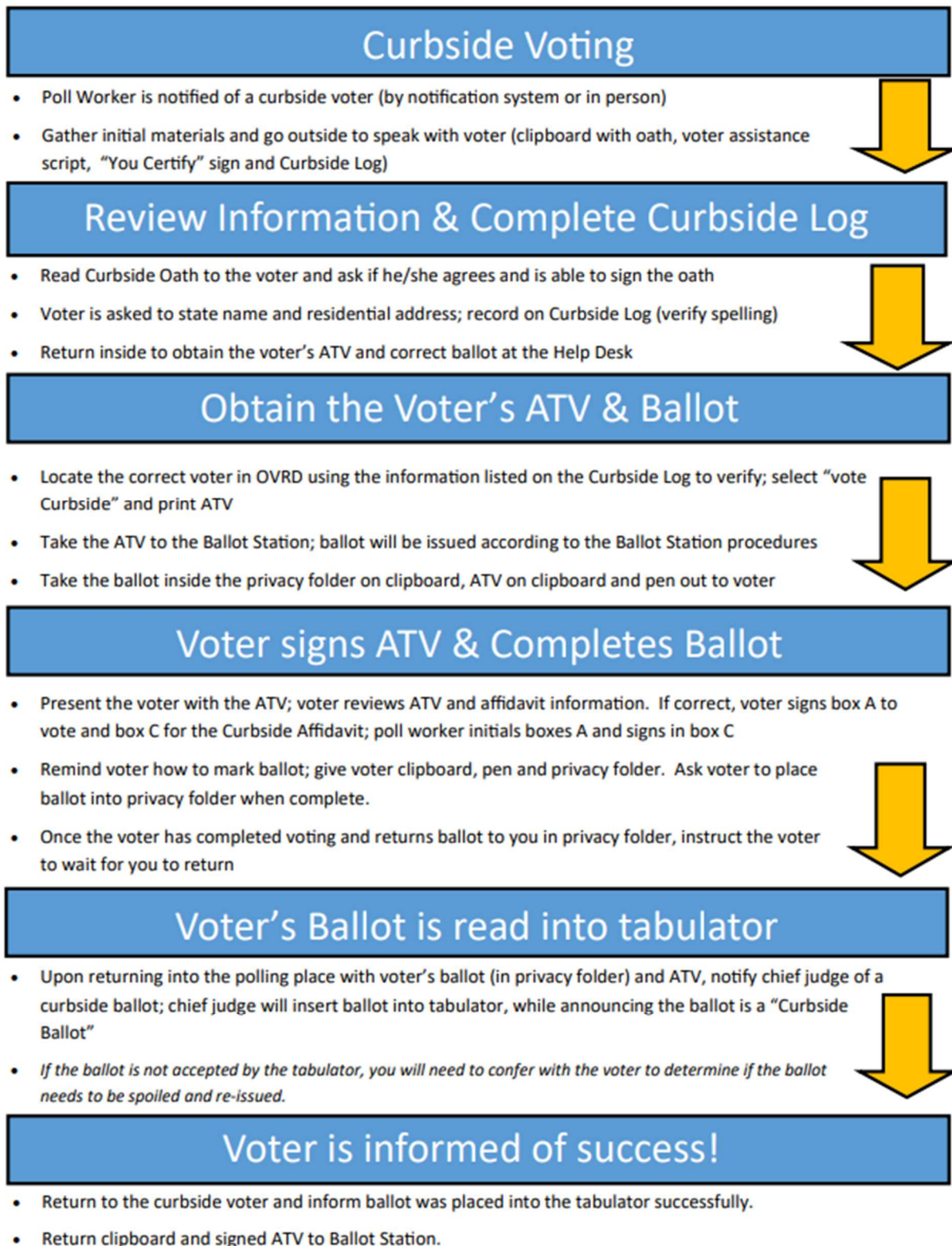
- **Step 5** – Before the voter signs the application, remind the voter they must sign the form attesting to the oath you read to them when they first checked-in
 - The oath, pre-filled with the voter's information, is in Box C
 - “Do you solemnly swear (or affirm) that you are a registered voter of “x” precinct. That because of age or physical disability, you are unable to enter the voting place to vote in person without physical assistance. That you desire to vote outside the voting place or enclose. You understand that a false statement as to your condition will be in violation of North Carolina law.”

- The voter signs in Sections A and C of the ATV. The election official initials Section A and signs Section C

C Curbside Affidavit (Affidavit of person voting outside voting place or enclosure.)							
STATE OF NORTH CAROLINA, COUNTY OF <u>JOHNSTON</u>							
I do solemnly swear (or affirm) that I am a registered voter in <u>PR07</u> precinct. That because of age or physical disability, I am unable to enter the voting place to vote in person without physical assistance. That I desire to vote outside the voting place or enclosure. I understand that a false statement as to my condition will be in violation of North Carolina law.							
<u>05/08/2018</u> DATE		<u>102 MAPLE DR PRINCETON, NC 27569</u> VOTER ADDRESS					
<u>X</u> SIGNATURE OF VOTER				<u>X</u> SIGNATURE OF PRECINCT OFFICIAL			
OFFICIAL USE ONLY	Station	BOE010918D	Voting Method	CURBSIDE	Voting Date/Time	5/8/2018 11:19:18 AM	V2017.04
	Site	PR07	Transaction	000-31	Operator Name	cbetrain01	

- **Step 6** – Give the voter the clipboard containing the paper ballot and privacy envelope.
 - **Remind the voter how to make his/her selections on the ballot and the ballot has two sides!**
 - *“Completely fill in the box next to the candidate of your choice.”*
 - Ask the voter to place the ballot inside the sleeve when he/she is finished voting. Be sure to give the voter privacy to cast his/her ballot
 - **INSTRUCT THE VOTER TO WAIT FOR YOU TO RETURN TO VERIFY THE BALLOT WAS ACCEPTED BY THE TABULATOR!**
- **Step 7** – Once the voter has finished marking the ballot, the election official will return inside, with the completed ballot in the privacy sleeve, announce you are inserting a Curbside Ballot.
 - If there is an overvote, hit the return button and notify the voter of the race or issue that has the overvote so the voter can provide his/her determination on casting the ballot as is or receiving a replacement ballot
 - If the ballot is not accepted by the tabulator for any other reason, take the ballot to the Ballot Station to be spoiled. The voter will need to vote a new ballot
- **Step 8** – Once the ballot is successfully scanned by the tabulator:
 - Return to the voter and inform the voter of success; thank the voter for voting
 - Ensure the voter’s completed ATV is returned to the Ballot Station for numbering and retention along with the second clipboard

Curbside Quick Reference



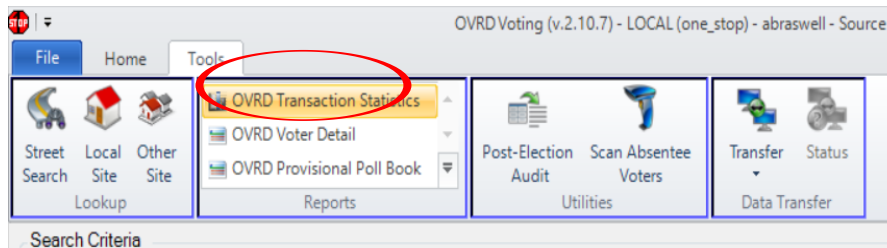
Rotating Jobs Throughout the Day

Election day is simply too long of a day to expect anyone to do the same job continuously. Your Chief Judge will assign duties and ask you to change jobs throughout the day. Please be mindful, if you are requesting to sit all day, you are, essentially, asking someone else to stand all day. If you have special needs, please bring those to the attention of your Chief Judge first thing in the morning so your needs may be accommodated during the day.

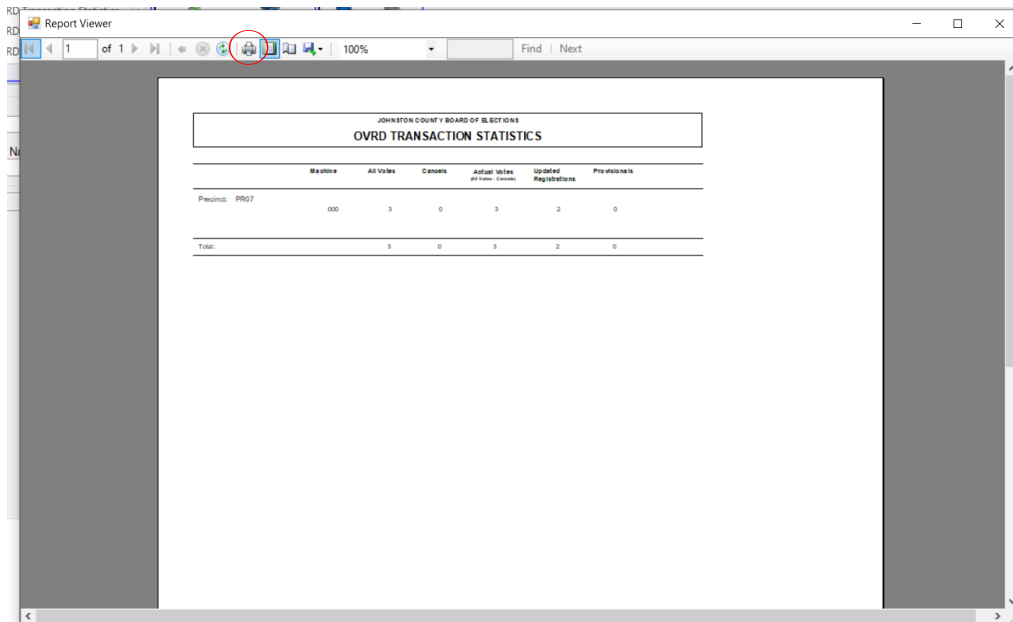
End of Day

After all voters that were in line at 7:30 have cast their ballots and it is time to close the polls, you are ready to begin shutting down.

At the SOSA screen, select Tools. Then click OVRD Transaction Statistics.

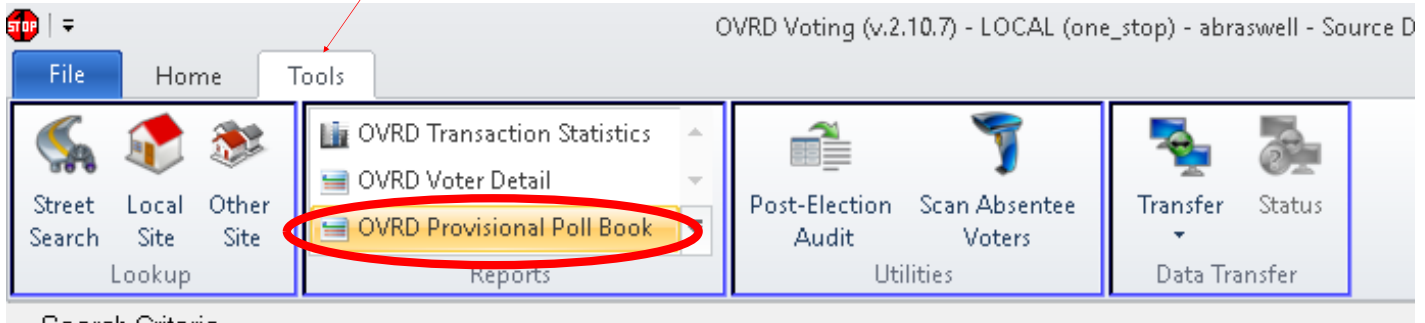


A printable report will open. Click the printer icon to print the report. The report goes in the red changes folder.



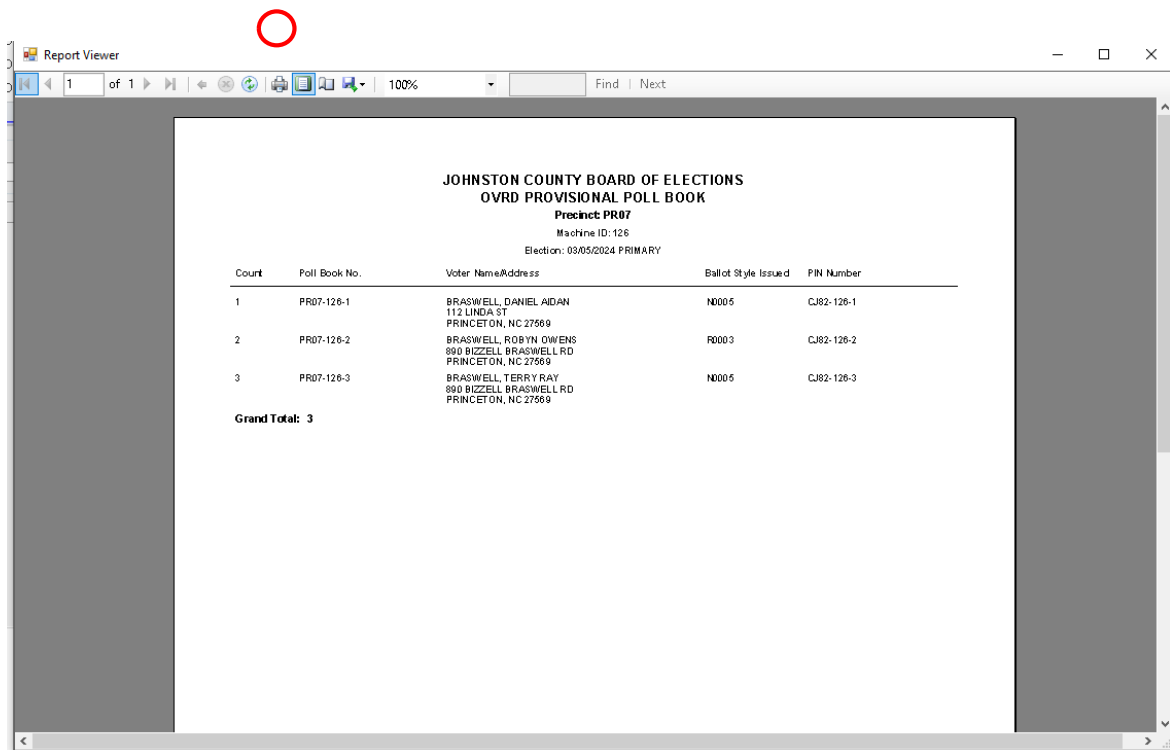
Printing the Provisional Poll Book

At the main screen, select **Tools**



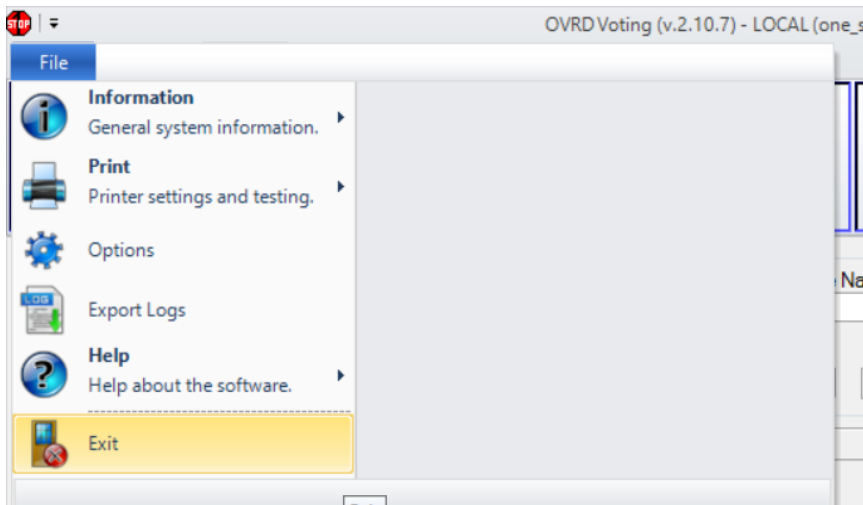
Then use the arrows to scroll down and select **OVRD Provisional Poll Book**

A printable report will open. Select the **printer icon** to print the report

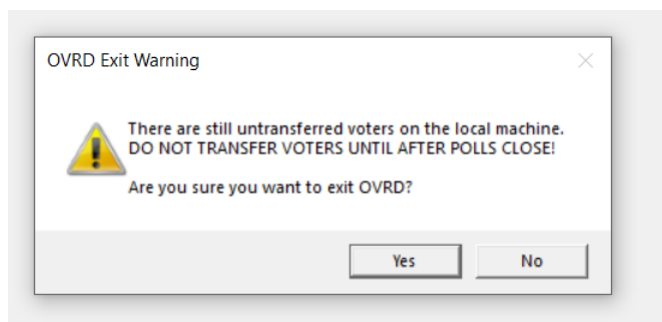


The provisional poll book is printed at the close of polls and placed in the orange provisional bag.

Once the reports have been printed, and you have checked with the Chief Judge that nothing else is needed from the laptop, go to file and click Exit.



- The following message will appear. Click 'Yes'; you will not be transferring votes on Election Night. That will be done by BOE Staff once laptops are returned



Once OVRD is closed, you will shut down the laptop by clicking on the Start Window in the bottom right corner and then select 'Shut Down'. Wait until the screen goes black before closing the laptop or unplugging the computer from the power source.

The laptops, power cord, mouse, and mousepad need to be re-packed into the black laptop bag and returned Election Night.

Printers, USB cord, power cord, and paper should be packed back into red tub.

In General

Assist the Chief Judge with packing up all precinct supplies. You cannot not leave the polling place until the Chief Judge releases you.

Leave the voting location in the condition you found it. Remember that we need to use these locations for the next election.