

VOTER DOES NOT LIVE IN THE DISTRICT

Sometimes, a voter may attempt to check in, but the inspectors can not find their house number and street in the Street Guide. If that is the case:

- ❖ Ask the voter if they have their Board of Elections “verification” letter (they should have received the letter in August) with their current address. The letter will show what district the voter should report to.
- ❖ Check to see if the voter is in another district at your polling site. Some polling sites have more than one district report to them.
- ❖ Check the district map included with your supplies that should be hanging on the wall. Find the street the voter lives on, identify the Election District, and match the election district to the polling site in the printed listing stapled to the district map.
- ❖ If you are still unsure, don’t guess. Call the Board of Elections: 753-1550

STREET NAME	E/O	Start	End
W COMMERCIAL ST	E	300	524
W COMMERCIAL ST	O	305	535
DRUMORE CRES	E	2	10
DRUMORE CRES	O	1	9
W ELM ST	E	300	498
W ELM ST	O	301	499
W FILBERT ST	E	300	598
W FILBERT ST	O	301	599
FOREST RD	E	2	10
FOREST RD	O	1	9
GRANT ST	E	300	698
GRANT ST	O	301	699
GREENBRIAR CT	E	2	20
GREENBRIAR CT	O	1	19
MC KINLEY ST	E	300	698
MC KINLEY ST	O	301	699
POMANDER WALK	E	2	20
POMANDER WALK	O	1	19
ROOSEVELT RD	E	300	698
W SPRUCE ST	O	301	599
UPPER CRES	E	2	4
UPPER CRES	O	1	9
S WASHINGTON ST	O	103	699
WEST AVE	E	300	598
WEST AVE	O	301	599
WOODNEATH CRES	E	2	20
WOODNEATH CRES	O	1	19

VOTER MOVES WITHIN SAME ELECTION DISTRICT

If a voter tells you he or she has moved to a new address **within** the election district:

1. Check the street guide to verify the address is within the district.
2. Have the voter sign the poll book at the old address and vote on the voting machine.
3. Add the voters name and new address to the last (orange) page of your poll book.

ATTENTION ELECTION INSPECTORS			
Use this page to list the new address of a voter who has moved within this election district (Please print clearly thank you)			
LAST NAME	FIRST NAME	SERIAL #	NEW ADDRESS
1. Welch	Nancy	642736	1235 Caher Rd
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			

VOTER LIVES IN THE DISTRICT BUT IS NOT LISTED IN THE POLL BOOK

NOTICE TO VOTERS

If a person’s current address is in your district, but his or her poll record is not in the book, he or she may vote by **Affidavit Ballot** or **Court Order**. Give the person “Notice to Voters” form which explains each option.

NOTICE TO VOTERS

NOTICE TO PERSONS WHOSE POLL RECORD IS MISSING OR IN THE CASE OF A PRIMARY ELECTION THE POLL RECORD DOES NOT SHOW ENROLLMENT IN THE PARTY IN WHICH THE VOTER CLAIMS TO BE ENROLLED

If your poll record is missing from the poll book, or your poll record does not show that you are enrolled in the party in which you claim are enrolled, you may seek to vote by one of the following methods:

1. **AFFIDAVIT BALLOT** - If you are able to swear under oath that you live in the election district in which you are seeking to vote and that you are presently registered, (primary election - also enrolled in the appropriate party) the election inspectors will give you a paper ballot on which to cast your vote. You will then place the voted ballot in an affidavit ballot envelope that needs to be completed by you. The completed envelope will be returned, unopened, to the Board of Elections. If the board determines that you are qualified to vote, your ballot will be counted at the Board of Elections. The procedure is used in canvassing your ballot ensures that the secrecy of your vote is maintained.
2. **COURT ORDER** - You may seek to obtain a court order directing the election inspectors to allow you to vote on the voting machine. Your Board of Elections or Party Headquarters will be able to tell you the procedure for obtaining a Court Order.

BOARD OF ELECTIONS 428-4550
 DEMOCRATIC HEADQUARTERS 232-2410
 REPUBLICAN HEADQUARTERS 546-8040

Part III: Check-In Procedures

AFFIDAVIT BALLOTS

Affidavit ballots should be used when:

1. A voter's name is not in the poll book and the voter claims to be a registered voter in the election district.
2. A person is already registered in Monroe County in another district but has recently moved into a different district.
3. A voter claims to be enrolled in a political party other than the party indicated on the poll record (only applies in a Primary Election).
4. A Voter is unable to provide identification when such identification is required (ID REQUIRED in the poll book) and asked for.

AFFIDAVIT BALLOT PROCEDURE

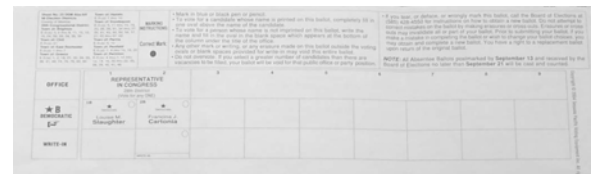
1. If a voter resides in the election district, the voter may vote on an Affidavit Ballot.
2. Provide the voter with a paper ballot. Instructions are on the ballot.
3. Instruct the voter to privately vote on the ballot, and seal it in the affidavit envelope.
4. The voter must date, sign and completely fill out the affidavit envelope and the attached registration form (a picture of the envelope appears on the next page).
5. An inspector must date, sign, completely fill out the affidavit envelope, and seal the envelope properly.
6. Enter the voter's name and address in Section IV of the **Challenge Report**.
7. The inspector places the SEALED ballot envelope in the large "Affidavit Return" envelope for return to the Board of Elections.
8. Place the voter's name on the front of the large "Affidavit Return" envelope.
9. All voted affidavit envelopes are returned unopened to the Board of Elections where they will be counted electronically.



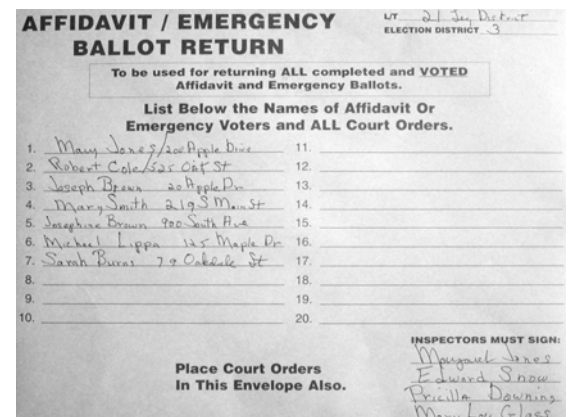
Front of affidavit ballot envelope



Privacy Screen



Affidavit Ballot



Affidavit/Emergency Return Envelope

Affidavit Envelope

AFFIDAVIT BALLOT ENVELOPE
INSTRUCTIONS: YOU MUST READ THE REVERSE SIDE OF THIS ENVELOPE BEFORE PROCEEDING.

I affirm that I am a duly registered voter, the address in such election district from which I am registered, I remain a duly qualified voter in such district, and that my registration poll record appears to be misplaced or that my name and/or signature was omitted from the computer generated registration list or that I have moved within the county since last registered, the address from which I previously registered and the address at which I currently reside is true, or at a primary election, the party in which I am enrolled was incorrect.

1 Are you a U.S. citizen? Yes <input type="checkbox"/> No <input type="checkbox"/>	2 I will be 18 years old on or before election day Yes <input type="checkbox"/> No <input type="checkbox"/>	For Board use only!	
3 Last Name: _____ First Name: _____ Middle Initial: _____ Suffix: _____			
4 Address Where You Live (do not give P.O. address): _____ Apt. No. _____ City/Town/Village: _____ Zip Code: _____		County: _____	
5 Address Where You Get Your Mail (if different from above): _____ P.O. box, star rte., etc. _____ Post Office: _____ Zip Code: _____			
6 Date of Birth: _____	7 Sex (circle): M <input type="checkbox"/> F <input type="checkbox"/>	8 Home Tel. Number (optional): _____	9 ID Number - Check the applicable box and print your number: <input type="checkbox"/> New York Driver's License Number <input type="checkbox"/> Last four digits of your Social Security number <input type="checkbox"/> I do not have a New York driver's license number or a Social Security number
10 The last year you voted: _____ In country/state: _____	Your Address was (give house number, street, and city): _____ Under the name (if different from your name now): _____		
11 Choose a Party - Check one box only: <input type="checkbox"/> REPUBLICAN PARTY <input type="checkbox"/> DEMOCRATIC PARTY <input type="checkbox"/> INDEPENDENCE PARTY <input type="checkbox"/> CONSERVATIVE PARTY <input type="checkbox"/> WORKING FAMILIES PARTY <input type="checkbox"/> OTHER (write in) _____ <input type="checkbox"/> I DO NOT WISH TO ENROLL IN A PARTY		12 AFFIDAVIT - I swear or affirm that: • I am a citizen of the United States. • I will have lived in the county, city, or village for at least 30 days before the election. • I meet all requirements to register to vote in New York State. • This is my signature or mark on the line below. • The above information is true. I understand that if it is not true I can be convicted and fined up to \$5,000 and/or jailed for up to four years. Signature or mark: _____ Date: _____	

MUST COMPLETE BOTH SIDES

Voter must supply their New York State Driver's License Number or the last four digits of their social security number

Voter must sign the form

This side resembles a Registration Form. Make sure the voter fills it out completely and signs it.

AFFIDAVIT OATH
Voter must check one box in PART A, and MUST complete PART B.

I, _____, hereby swear or affirm that:
PRINT NAME HERE

PART A - Select one: you must check one of these 4 boxes, and fill in appropriate blanks:

I have been informed by the inspectors that my registration record is not available to them; however, I have duly registered to vote in this election district from the address given, and I remain a duly qualified voter in this district.

I have moved within _____ since my last registration, and my previous address was: _____
FILL IN COUNTY OR NEW YORK CITY

I am enrolled in the _____ Party (REQUIRED IN PRIMARY ELECTIONS ONLY)

I was required to present identification when I voted today, but did not do so.

PART B - Must be completed by all affidavit ballot voters:

• I reside at _____ • DATE OF BIRTH: _____ / _____ / _____
Month Day Year

• I understand that any false statement made in this affidavit is perjury and is punishable according to law.

DATE: _____ VOTER SIGNATURE: _____

Sworn to before me this _____ day of _____, 20____

INSPECTOR SIGNATURE: _____

COUNTY OF: _____ CITY/TOWN: _____ LEG/WARD#: _____ ED#: _____ AD#: _____

This Section For Board of Elections Use Only:

Researcher indicates:

Not Registered
 Registered Too Late
 Wrong ED
 Address Change
 Voter ID # _____
 Inactive
 Enrollment Match
 Cancelled
 Misc: _____

Remarks: _____

COUNT: Yes No
Researcher Initials: _____

Commissioners' Ruling
COUNT: Yes No
Commissioners' Initials: _____

Voter should check one of these boxes and supply information as needed

Voter MUST sign here

One of the inspectors MUST sign here

Fill this area out completely

Make sure the voter fills this side out completely and signs it. Make sure an inspector signs it.

IMPORTANT

By law, all ballot envelopes must be signed by the voter and an inspector or they will not be counted.