



# TOP 10 Things Every Michigan Election Inspector Should Know

- 1 Many forms of photo identification are acceptable.** All voters in possession of photo ID are required to show photo identification in order to vote in person at the polls. However, the ID need not contain the voter's current address, or any address at all. Voters may use a Michigan Driver's license or a Michigan State ID Card, even if they are expired. Or, voters may use any of the following current and valid photo IDs:
- out-of-state driver's license;
  - federal or state government-issued ID;
  - U.S. passport;
  - military ID;
  - student ID from an accredited high school or institution of higher learning; or
  - tribal ID.

- 2 Voters not in possession of photo ID may sign an affidavit and vote by regular ballot.** If a voter does not possess an acceptable form of photo ID at the polls on Election Day, he or she may sign an affidavit and vote by regular ballot.

- 3 Voters with an "ID" code in the precinct register may use many forms of identification to satisfy federal requirements.** First-time Michigan voters who register by mail may satisfy the Federal identification requirement at the polling place with any of the following documents:

- current and valid photo identification (as outlined above)
- current utility bill,
- current bank statement,
- current paycheck, or
- any other government document that shows the applicant's name and current address.

Be sure to note in the poll book that the voter has produced an acceptable form of ID, so the voter's record may be updated.

- 4 Voters with a "verify – address" code in the precinct register need not show documentary proof of address.** They need only affirm their address before the election inspector.
- 5 Voters who move within the same city or township may complete a change-of-address form at their former polling place.** After completing a change of address-form, such voters should be permitted to vote by regular ballot and their change-of-address form should be forwarded to the clerk so the voters' records can be updated.



**6 Voters who move to a different city or township within 60 days of an election may vote at their former polling place if they have not updated their registration.**

Such voters must complete an affidavit stating that they have moved within the past 60 days. It is also recommended that you ask the voter to complete a new voter registration application and forward that application to the city or township clerk of the voter's new residence.

**7 Voters with disabilities or limited english proficiency may be assisted by any person of their choice.**

The only exception is that a voter may not be assisted by the voter's employer, union representative, or an agent of the employer or union. Alternatively, voters with disabilities may choose to request assistance from two election inspectors.

**8 Challenges cannot be based on lack of photo ID, race, age, student status, or other impermissible factors.**

Challenges must be based solely on the challenger's knowledge or good-faith belief that the voter is not a qualified and registered voter in the precinct, or upon the fact that the voter has previously requested an absentee voter ballot that the voter claims was lost, misplaced, or destroyed.

Challenges may be raised only by an election inspector, a properly credentialed challenger, or a registered voter of the precinct. A non-credentialed poll watcher who is not a registered voter of the precinct may not raise a challenge. Any individual who makes a challenge indiscriminately and without good cause, or for purposes of annoying or delaying voters, is guilty of a misdemeanor.

All challenges should be directed to the chairperson of the precinct board. After the challenge is issued, the chairperson

of the precinct board or an election inspector designated by the chairperson is responsible for ensuring that the challenge is conducted promptly and courteously. All questions must be confined to the person's qualifications as a voter (e.g., citizenship, age, residency, and date of registration).

**9 Provisional "envelope" ballots should not be issued without first verifying that the voter is in the correct precinct.**

You should first review an electronic poll book, precinct maps or other resources in the polling place to determine if the voter is in the correct precinct. If the voter is in the wrong precinct, you should direct the voter to the correct precinct. Prior to issuing a provisional "envelope" ballot, you must attempt to communicate directly with the clerk's office to determine whether the voter is registered elsewhere in the city or township.

**10 Provisional "envelope" ballots should be issued only as a last resort.**

Every attempt should be made to issue the voter a regular ballot or a "challenged" ballot, if at all possible. Voters who are in the wrong precinct should be directed to the correct location. Voters who are in the wrong polling place should be directed to the correct location. Any voters who insist on voting in the wrong location should be instructed, orally and in writing, that their provisional "envelope" ballot **will not count** if cast in the wrong precinct. (Have the voter put his or her initials by this warning somewhere on the four-step procedure form, if possible.) You should fully and carefully complete the four-step procedure form and obtain all necessary and available identification information from the voter prior to issuing the envelope ballot. **Please do not let your avoidable error result in a voter losing his or her right to vote!**