



VZC Democratic Party Forms & Training 2024 Overview



<https://www.vanzandtcountymocrats.com/elections>



<https://www.vanzandtcountymocrats.com/election-workers>



<https://www.txdem.co/vopro-resources>

Democratic Primary Election Forms

Before Polls Open	
D Judge	Begin filling out Statement of Compensation and Oaths Form
	Begin filling out Verity Reconciliation Log
	Fill out Main Envelope - White
	<i>Keep Main Envelope, Verity Reconciliation Log, Printer Ballot Control, Scanner/Ballot Counter, & Verity DUO initial tapes, device report paper tapes together at your poll location.</i>
	Fill out Envelope 2 - Yellow
Scan := Scanner/Ballot Counter	<i>Keep Envelope 2, Statement of Compensation & Oath, Oath of Assistance, Oath of Interpreter, Ballot Box Seal Log, & Ballot & Seal Certificate – Scan, Print, and Duo Standalone together at your poll location.</i>
Print := Printer Ballot Control	Verify Scan, Print, and Duo Serial Numbers match Ballot & Seal Certificate. Initial each entry.
Duo Standalone := ADA device	Verify Seal Numbers on vDrive Scan, Print, DUO match Ballot & Seal Certificate. Initial each entry.
	Verify Ballot Box seals match Ballot Box & Seal Log entries. Initial each entry.
	Locate Notice of Total Number of Voters, and attach to entrance door of poll location.
Optional	<i>Fill out Envelope 3 – Pink – This is your envelope to keep with a bottom copy of the Statement of Compensation</i>
	Locate Democratic Party County Convention notices and set a stack of them next to the ballot printer.
	Locate White Envelope Provisional Ballots, List of Provisional Voters Log, Provisional Ballot Envelopes, and Provisional Notice to Voters forms 9-1 & 9-2
	Locate Gold Envelope Spoiled Ballots, Register of Spoiled Ballots, Spoiled Ballot Log
	Locate Gold Envelope Canceled Ballots, Register of Surrendered Ballots by Mail, Request to Cancel Ballot By Mail forms
	Sign beginning count tapes for the Verity DUO, Scanner/Ballot Counter, and Ballot (printer) Control. Democratic and Primary Judges sign the tapes.
	Put signed tapes, device report tapes into Main Envelope
Shared with R Judge	Assist with poll location set-up – same as a general election
After Polls Open	
D Judge	Update Number of Democratic voters on Notice of Total Number of Voters at times specified on form
If Needed – this is to save paper, don't fill it out until it is needed	Fill out Gold Envelope Spoiled Ballots if there are any spoiled Democratic ballots

	<i>Keep Gold Envelope, spoiled ballots, Register of Spoiled Ballots, Spoiled Ballot Log, Poll Pad tickets for voters who switched from Democratic to Republican ballots together at your poll location.</i>
If Needed – this is to save paper, don't fill it out until it is needed	Fill out White Envelope Provisional Ballots if there are any provisional Democratic ballots
	For each Democratic Party provisional voter, have the voter complete Affidavit of Provisional Voter. This is on the green provisional envelope.
	For each Democratic Party provisional voter, fill out "To Be Completed by Election Judge", date, and sign. This is on the green provisional envelope.
	<i>Keep White Envelope Provisional Ballots, List of Provisional Voters Log, completed green Provisional Ballot Envelopes, and Receipt from Ballot Print Control unit, signed by voter, together at your poll location.</i>
	<i>Keep Notice to Provisional Voter (Form 9-1) and Notice to Provision Voter with Unacceptable Id (Form 9-2) with the unused provisional affidavit envelopes</i>
If Needed – this is to save paper, don't fill it out until it is needed	Fill out Gold Envelope Canceled Ballots if there are any canceled Democratic ballots
	<i>Keep Gold Envelope, Canceled Vote by Mail (VBM) ballots, Canceled VBM Requests, Register of Surrendered Ballots by Mail, Poll Pad tickets for voters who switched from Democratic to Republican ballots together at the poll location.</i>
If Needed – this is to save paper, don't fill it out until it is needed	Fill out Oath of Assistance Form if there are any Democratic Party voters requiring assistance. Keep Oath of Assistance Form with Envelope 2 – Yellow Fill out Oath of Interpreter Form if there are any Democratic Party voters requiring assistance. Keep Oath of Interpreter Form with Envelope 2 - Yellow
Shared with R Judge	Envelope 4 Grey will be used by the Republican Judge. It contains forms such as Statements of Residence that are completed before we know if someone wants a D or R ballot.
Shared with R Judge	Statements of Residence
Shared with R Judge	Registration Omissions List
Shared with R Judge	Gold Envelope Reasonable Impediment Declarations Envelope will be used by the Republican Judge. It contains form that is completed before we know if someone wants a D or R ballot.
Shared with R Judge	Reasonable Impediment Declaration
After Polls Close	
D Judge	Sign Scanner/Ballot Counter, Printer Ballot Control, and Verity Duo tapes for Democratic Party.
	Put Printer Ballot Control count and Verity Duo tape in Main Envelope. The SIGNED Scanner/Ballot Counter tape is left with the Scanner/Ballot Counter – DO NOT REMOVE.

	Complete Ballot & Seal Certificate with Number of Ballots Cast (SCAN): This number comes from the Scanner/Ballot Counter paper tape. Log total ballots cast, Republican ballots cast, Democratic Party ballots cast.
There are not separate seals for each party.	Prepare Scanner/Ballot Counter for transport. Add a Seal to the handle. At the top of the Ballot Box Seal Log , enter the Scanner/Ballot Counter Seal # and initial. (There is no field for this item on the Ballot Box Seal Log).
There is a separate Ballot Box Seal Log for each party.	Prepare Ballot Transfer Bag for transport. Add a Seal to the closure zipper. Update the Ballot Box Seal Log with the Ballot Transfer Bag Seal # and initial.
	Complete Ballot Box Seal Log .
	Complete Verity Reconciliation Log for Democratic Primary Voters and Ballots
	Complete Statement of Compensation and Oaths Form
	Double-check that all forms are signed, dated, and have correct poll location.
	Put forms in correct envelopes
	Envelope 3 – Pink is YOUR envelope to keep with backup information
	Put all other envelopes in the Election Kit (aka pizza box)
	Return Election Kit with Democratic Party forms & envelopes to Courthouse.
Shared with R Judge	Disassemble & put poll pad in case. Return poll pad(s), Scanner/Ballot Counter, ballots in sealed ballot transfer bag to Courthouse

Statement of Compensation and Oaths

D Judge will administer oath and check-in D workers on this form.

The R Judge will have their own SEPARATE Statement of Compensation and Oaths form.

Oath can be administered to all workers (R &D) at the same time.

Before Polls Open - Begin	Administer Oath to Democratic Election Workers
	Fill out PCT # (1A, 1B, 1C, ... 4E)
	Authority Conducting Election: Van Zandt County Clerk
	Date: Election Date
	Type of Election: Democratic Party Primary
	Check-in Workers (Name, SS#, Signature, Time-in)
After Polls Close - Complete	Check-out Workers (Time-out)
	Sign Form
	Put Original Form (top sheets) in Envelope 2 (Yellow)
	Put Copy of Form (bottom sheet) in Envelope 3 (Pink). The Pink envelope contents are YOUR copy as a backup.

For primary only: ¹ Check next to Judges and clerks names if they attended a training program as prescribed by the Secretary of State.

7-3
Prescribed by Secretary of State
Section 22.004, 42.003, 64.004
Texas Election Code
9/2023

Oath of Election Officer: "I swear (or affirm) that I will not in any manner request or seek to persuade or induce any voter to vote for or against any candidate or measure to be voted on, and that I will faithfully perform my duty as an officer of the election and guard the purity of the election; **Oath of Person Assisting Voter:** "I swear (or affirm) under penalty of perjury that the voter I am assisting represented to me they are eligible to receive assistance; I will not suggest, by word, sign, or gesture, how the voter should vote; I will prepare the voter's ballot as the voter directs; I did not pressure or coerce the voter into choosing me to provide assistance; I am not the voter's employer, an agent of the voter's employer, or an officer or agent of a labor union to which the voter belongs; I will not communicate information about how the voter has voted to another person; and I understand that if assistance is provided to a voter who is not eligible for assistance, the voter's ballot may not be counted."

STATEMENT OF COMPENSATION and OATHS

		Pct. # or Location Name	Authority Conducting Election	Date	Type of Election		
√	1. Name of Election Official (Please Print Legibly)	Complete Address (Include City, Zip)	Social Security Number	Signature	Hours Worked From To	Total Hours X Rate of Pay = Amount	Payroll office use only
	Phone # () -	TX	- -				
	Phone # () -	TX	- -				
	Phone # () -	TX	- -				
	Phone # () -	TX	- -				
	2. Name of Person Who Stamped "Voted" on List of Registered Voters from the supplemental list (Do Not Include Above)						
	Phone # () -	TX	- -	Additional Hours			
	3. Name of Person/Persons who Delivered Election Supplies (Do Not Include Above)						
	Phone # () -	TX	- -			Delivery Fee:	
	Phone # () -	TX	- -			Delivery Fee:	
	If the same person stamps the list of registered voters from the supplemental list and delivers the election supplies, include election day hours and hours for stamping under #2 and put only the delivery fee under #3.	Other Expenses (Describe):			(A) Total of Other Expenses:		
	I state that the above is a true and correct statement of the names, addresses and hours served of all the election officials conducting the above named election and of the other expenses incurred in this election.	For Office Use Only:			(B) Total Payroll:		
	Signature of Presiding Judge	The Presiding Judge shall deliver this form to the authority responsible for distributing election supplies at the designated time but no later than 5:30 p.m. of the third day after Election Day. 32.094(d)		INSTRUCTIONS	1. Total payroll includes delivery fee(s). 2. Add box (A) & (B) to get (C), the Total Precinct Cost.		(C) Total Precinct Cost:

Verity Reconciliation Log

This form provides a reconciliation between the number of **Democratic Party** voters, Democratic Party ballots, and Democratic Party ballots scanned, spoiled, and issued as provisional.

The Poll Pad will have a count of voters requesting Democratic ballots and Republican ballots.

Before Polls Open - Begin	Fill out Election Name: Democratic Primary 2024
	Date: Election Day
	Polling Place Location: Pct #, Name of Location
	Preparer's Initials:
	Open Polls: Scan Open Poll Report # of ballots (should be 0)
After Polls Close - Complete	Close Polls: Scan End of Day Ballot County for Democratic ballots (number of Democratic ballots scanned)
	Number of Democratic Voters checked in (from Poll Pad)
	Total Unscanned ballots (spoiled, provisional, damaged)
	Sign and date form
	Put Form in Main Envelope

MAIN ENVELOPE

Fill out form below (instructions on back) and include in this envelope:
 Daily Device Reports Envelope
 Spoiled Ballot Log

Verity Reconciliation Log – Election Day (Scan & Duo or Touch Writer)
Complete one form per polling place.

X Election Name: _____ X Date: _____
X Polling Place Name: _____ X Preparer's Initials: _____

OPEN POLLS
Enter the Start of Day Ballot Count from the Scan Open Polls report.

1. Scan Start of Day Ballot Count (from the Scan Open Polls report) _____ X

CLOSE POLLS
Enter the End of Day Ballot Count from the Scan Close Polls report. Enter the Number of Voters Checked In using polling place records.

2. Scan End of Day Ballot Count (from the Scan Close Polls report) _____ X
3. Number of Voters Checked In (including provisionals) _____ X

UNSCANNED BALLOT TOTALS (if applicable)

Total Unscanned Ballots (including Provisionals) _____ X

Line 2 should match line 3. If it does not, please explain below in **Comments**.

Comments:

X Signature _____ X Date _____

Verity Reconciliation Log Envelope – (2) Scan & Duo or Touch Writer rev. 2022-11-17

Ballot Box Seal Log

This form documents the transfer of the ballot box and scanner/ballot counter to and from the poll location.

Before Polls Open - Begin	Verify Polling Place Name
	Date: Election Day
	Verify seals on the ballot box against the Ballot Box Seal Log. Initial each verified entry.
After Polls Close - Complete	Prepare the ballot box for transfer. Attach a seal to the closure/zipper
There is not a separate seal for each party; each party completes a Ballot Box Seal Log	Update the Ballot Box Seal Log with the ballot box seal #. Date & initial entry.
	Prepare the scanner/ballot counter for transfer. Attach a seal to the handle.
	Update the Ballot Box Seal Log with the scanner/ballot counter seal #. Write it on the top of the form, add date, & initial; there is not a field for it on the Ballot Box Seal Log.
	Sign and have a witness sign.
	Put Form in Envelope 2 - Yellow

Ballot Box Seal Log

The Ballot Box Seal Log documents tamper-evident seals used on the ballot box and secure ballot transfer bag.

Polling Place Name:
Election Date:

Seal Information

The Ballot Box was secured with three numbered seals. These seal numbers, and initials of the technician who placed the seal on the door, are recorded on this form. A record of the seal numbers assigned to each location is kept by the Administrative Offices. If seals are replaced by the polling place judge during normal operation, those changes are documented here. The back of the form may be used to document additional information. A fourth seal is applied to the secure ballot transfer bag when the ballots are removed from the ballot box and transferred to the central counting station following the end of voting.

Ballot Box Seal – Front Door

Initial Seal Number	Date applied	Installer initials
---------------------	--------------	--------------------

Replacement seal(s) (if applicable)

Replacement Seal #	Date Replaced	Reason	Presiding Judge initials

Ballot Box Seal – Rear Door

Initial Seal Number	Date applied	Installer initials
---------------------	--------------	--------------------

Replacement seal(s) (if applicable)

Replacement Seal #	Date Replaced	Reason	Presiding Judge initials

Ballot Box Seal – Emergency Ballot Slot

Initial Seal Number	Date applied	Installer initials
---------------------	--------------	--------------------

Replacement seal(s) (if applicable)

Replacement Seal #	Date Replaced	Reason	Presiding Judge initials

Secure Ballot Transfer Bag (applied by polling place judge)

Initial Seal Number	Date applied	Presiding Judge initials
---------------------	--------------	--------------------------

Upon completing this form, the polling place officials shall sign the form below and deliver it to the counting station along with the voting device(s) and ballots. The presiding election official shall retain a copy of the certificate and preserve it for the mandated period for preserving the precinct election records.

Signature of Presiding Official (polling place)

Signature of Alternate Official (polling place)

Ballot & Seal Certificate – Scan, Print, and Duo Standalone

This form documents the transfer of the scanner/ballot counter, printer ballot control device, and the Duo Standalone to and from the poll location.

Before Polls Open - Begin	Verify Polling Place Name
	Verify Scan, Print, and Duo Standalone serial numbers against the Ballot & Seal Certificate serial numbers. Initial each verified entry.
	Verify vDrive Scan, Print, and Duo Standalone seal numbers against the Ballot & Seal Certificate vDrive seal numbers. Initial each verified entry.
After Polls Close - Complete	Update the Number of Ballots Cast with the numbers from the Scanner/Ballot Counter paper tape. Initial the entry. For primaries, list total number cast, Republican votes cast, Democratic Party votes cast. For general elections, list total number cast.
	Sign and have a witness sign.
	Put Form in Envelope 2 - Yellow

Ballot & Seal Certificate – Scan, Print, and Duo Standalone

A copy of the Ballot & Seal Certificate accompanies the vDrive and the voting device from the warehouse to the polling place and then to the counting station.

Polling Place Name:
Scan Serial Number:
Print Serial Number:
Duo Standalone Serial Number:

Seal Information

The vDrive compartment of the voting device was secured with a numbered seal. This seal number, and initials of the technician who placed the seal on the door, are recorded on this form. A record of the seal numbers assigned to each location is kept by the Administrative Offices.

The seal number placed on the **Scan** prior to the election to detect unauthorized opening of the vDrive compartment was:

vDrive Seal Number (SCAN):	Installer's Initials:
-----------------------------------	------------------------------

The seal number placed on the **Print** prior to the election to detect unauthorized opening of the vDrive compartment was:

vDrive Seal Number (PRINT):	Installer's Initials:
------------------------------------	------------------------------

The seal number placed on the **Duo Standalone** prior to the election to detect unauthorized opening of the vDrive compartment was:

vDrive Seal Number (DUO STANDALONE):	Installer's Initials:
---	------------------------------

Ballot Information

We, the undersigned election officials, do hereby certify that the voting device was transferred to the counting station, and the above is a true and correct list of the seals used. The number of ballots cast on the **Scan**, read from the Scan tape and/or ballot count, was as follows:

Number of Ballots Cast (SCAN):

On completing this certificate, the presiding official shall place the original in the device prior to transport to the counting station. The presiding official shall retain a copy of the certificate and preserve it for the mandated period for preserving the precinct election records.

Signature of Presiding Official

Signature of Alternate Official

Notification of Total Number of Voters

This form is posted and updated periodically with the number of Democratic Party voters.

Before Polls Open - Begin	Post notice on entrance to polling location
After Polls Open - Update	Periodically update notice with number of Democratic Party voters
After Polls Close - Complete	Sign form
	Put Form in Envelope 2 - Yellow

7-24
 Prescribed by Secretary of State
 Section 61.007(c), Texas Secretary of State
 9/2023

**NOTICE OF TOTAL NUMBER OF VOTERS WHO HAVE VOTED
 (AVISO DEL NUMERO DE VOTANTES QUE HAN VOTADO)**

(Number of Voters)
 (Número de Votantes)

9:30 a.m. _____
 11:30 a.m. _____
 1:30 p.m. _____
 3:30 p.m. _____
 5:30 p.m. _____

 Signature of Presiding Judge
 (Firma del Juez Presidente)

NOTE TO PRESIDING JUDGE:

The total number of voters as shown on the poll list shall be posted at the times listed. The notice shall remain posted until the polls close. Return this form in envelope number 2 to the general custodian of the election records.

Register of Spoiled Ballots, Spoiled Register Log

The Register of Spoiled Ballots and Spoiled Ballot Log is a list of spoiled **Democratic Party** ballots. If someone requests a Democratic ballot but really wanted a Republican ballot: spoil the Democratic ballot, but add a notation that the voter switched to a Republican ballot. Put the poll pad ticket for this voter into the spoiled ballot envelope.

When needed - Begin	
Register of Spoiled Ballots	Fill out Type of Election: Democratic Primary 2024
	Date: Election Day
	Polling Place Location: Pct #, Name of Location
	Authority Conducting: VZC County Clerk
Spoiled Ballot Log	Fill out Election Name: Democratic Primary 2024
	Voting Type: Election Day & date
	Polling Place Name: Name plus Pct #
	Page Count
For each spoiled ballot	Fill out: Register of Spoiled Ballots entry: Spoiled ballot #, Name of Voter, who spoiled it, Other
	Fill out Spoiled Ballot Log entry: date, time, spoiled by initials, reason, check paper or electronic (Duo), check Replacement Ballot or Replacement Blank Paper (Duo).
	Put spoiled ballot in Gold Envelope Spoiled Ballots
	Put poll pad ticket in Gold Envelope Spoiled Ballots if it is a change from Democratic to Republican Party
After Polls Close - Complete	Sign and date form
	Put Form in Gold Envelope Spoiled Ballots

Register of Spoiled Ballots Form 7-93

7-93
Prescribed by Secretary of State
Section 64.007, Texas Election Code
90003

Type of Election	Polling Location #
Date of Election	Authority Conducting the Election

REGISTER OF SPOILED BALLOTS

Ballot Serial Number	Name of Voter	Spoiled by Voter	Spoiled by Election Worker	Other (check each box if it applies to the spoiled ballot)

I, the undersigned Presiding Judge of the election named herein, do hereby certify that the above and foregoing is a true and correct Register of Spoiled Ballots for the above-mentioned election.
Given under my hand, this _____ day of _____, 20_____.

Signature of Presiding Judge

Printed Name of Presiding Judge

Verify Spoiled Ballot Log

Spoiled Ballot Log page ___ of ___

Election Name:	Voting Type (Early Voting or Election Day):
Polling Place Name:	

- Record all ballots spoiled (paper and electronic). Check all boxes that apply. If more than one ballot is spoiled for a single voter, record each instance separately.
- If a printed ballot was spoiled, check **Paper**.
 - If a ballot was spoiled electronically on the device (Duo, Touch Writer, or Touch), check **Electronic**.
 - If a new preprinted ballot was issued, or a new access code was issued/electronic ballot was activated, check **Replacement Ballot or Access Code Issued/Activated**.
 - If replacement blank ballot paper (Duo/Touch Writer) was issued to the voter, check **Replacement Blank Paper Provided**.

Date/Time	Spoiled By (Initials)	Reason	Paper (check if yes)	Electronic (check if yes)	Replacement Ballot or Access Code Issued/Activated (check if yes)	Replacement Blank Paper Provided (check if yes)
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

List of Provisional Voters Log

The List of Provisional Voters Log is a list of provisional **Democratic Party** ballots cast.

When needed - Begin	Fill out Type of Election: Democratic Primary 2024
	Date: Election Day
	Polling Place Location: Pct #, Name of Location
	Authority Conducting: VZC County Clerk
For each provisional ballot	Fill out: Name of Voter
	Put completed provisional ballot and printer receipt, signed by voter, into White Envelope – Envelope for Provisional Ballot Affidavit Envelopes
After Polls Close - Complete	Sign and date form
	Put Form in White Envelope Provisional Ballots

9-6
Prescribed by Secretary of State
Section 63.011, Texas Election Code
9/2024

Type of Election (Tipo de Elección)	Precinct No. (Núm. de Precinto)
Date of Election (Fecha de la Elección)	Authority Conducting Election (Autoridad Administrando la Elección)

List of Provisional Voters

To be Completed by the Election Judge	To be Completed by the Ballot Board Judge	
Name of Provisional Voter	Accepted for Counting	Rejected for Counting
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		
18.		
19.		
20.		
21.		
22.		
23.		
24.		
25.		

Number of Provisional Ballots in Ballot Box:
(as shown on list)

I certify that the numbers represented above are true and correct as evidenced by my signature.

Signature of Precinct Presiding Judge: _____

Signature of Custodian receiving ballots from Presiding Judge: _____

Signature of Voter Registrar: _____

Provisional Ballot – Affidavit of Provisional Voter

This is located on the green provisional envelope.

Election Judge	Fill out Type of Election: Democratic Primary 2024
	Precinct #: (1A, 1B, ... 4E) where voting
	Precinct #: where voter is registered (if known)
	Date: Election Day
	Authority Conducting: VZC County Clerk
Voter	Fill out: Name, address, DOB, TXDL#, SS#, US Citizen checkbox, & signature
Voter	Sign receipt from printer for provisional ballot
Election Judge	Verify affidavit is signed.
Election Judge	Give voter Notice to Provisional Voter (Form 9-1).
Election Judge	If voter did not present acceptable Id/reasonable impediment also give voter Notice to Provisional Voter with Unacceptable ID (Form 9-2)

9-5, 9/2023 Prescribed by Secretary of State Election Code Sec. 62A.011	Type of Election / Tipo de Elección	Precinct Number/Polling Location where voted Núm. de Precinto-lugar de votación	Precinct Number where registered (if known) Núm. de Precinto-inscrito para votar (si se sabe)	Date of Election / Fecha de la Elección	Authority Conducting Election / Autoridad Administrando la Elección
Affidavit of Provisional Voter (Declaración Jurada de Votante Provisional) (Ballot number if using DRE _____)					
<small>TO BE COMPLETED BY VOTER: I am a registered voter of this political subdivision and in the precinct in which I'm attempting to vote and have not already voted in this election (either in person or by mail). I am a resident of this political subdivision, have not been finally convicted of a felony or if a felon, I have completed all of my punishment including any term of incarceration, parole, supervision, period of probation, or I have been pardoned. I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. I understand that giving false information under oath is a misdemeanor, and I understand that it is a felony of the 2nd degree to vote in an election for which I know I am not eligible unless I am convicted of an attempt, in which event it is a state jail felony. PARA QUE EL VOTANTE LO LLENE: Estoy inscrito como votante en esta subdivisión política y en el precinto en cual estoy intentando a votar y aún no he votado en esta elección (en persona o por correo). Soy residente de esta subdivisión política, no he sido definitivamente declarado culpable de un delito grave o si soy el autor de un delito grave, he cumplido toda mi condena inclusive el período de encarcelamiento, la libertad condicional, la libertad supervisada, la libertad vigilada, o he sido indultado. No me han determinado por un juicio final de una corte de la legalización de un testamento, ser totalmente incapacitado mentalmente o parcialmente incapacitado sin el derecho de votar. Entiendo que dar información falsa bajo juramento es un delito menor, y entiendo que es un delito grave de 2º grado votar en una elección para la que sé que no soy elegible, a menos que me condenen por un intento, en cuyo caso es un delito grave de cárcel estatal.</small>					
Last Name (Include Suffix if any) / Apellido usual (Incluir sufijo si lo hay)		First Name / Su nombre de pila		Middle Name (if any) / Segundo nombre (si tiene)	Former Name / Nombre anterior
Residence Address: Street Address and Apartment Number, City, State, and ZIP. If none, describe where you live (Do not include P.O. Box, Rural Rt, Or Business Address) Domicilio: calle y número de apartamento, Ciudad, Estado, y Código Postal. A falta de estos datos, describa la [localidad de su residencia, (No incluya el apartado de correos, camino rural, ni dirección comercial.)				Gender: (Optional) / Sexo (Optativo) <input type="checkbox"/> Male (Hombre) <input type="checkbox"/> Female (Mujer)	
Mailing Address: City, State, and ZIP. If mail cannot be delivered to your residence address, / Dirección postal: Ciudad, Estado y Código Postal (si es imposible entregarle correspondencia a su domicilio).				Date of Birth: Month, Day, Year Fecha de nacimiento, mes, día, año □□ / □□ / □□□□	
TX Driver's License No, or TX Personal I.D. No, (Issued by Dept. of Public Safety) (Número de su Licencia de Conducir de Texas o de su Cédula de Identidad de Texas expedida por el Departamento de Seguridad Pública de Texas). □□□□□□□□		Social Security No. (last 4 digits required if you do not have a TX Driver's License or TX Personal I.D. Number) / Número de Seguro Social. (Si no tiene Licencia de Conducir de Texas ni Cédula de Identidad Personal de Texas, se requiere los últimos 4 números de su seguro social) XXX-XX-□□□□		<input type="checkbox"/> I have not been issued a TX Driver's License Number, TX Personal I.D. Number or a Social Security Number. Yo no tengo una Licencia de Conducir de Texas, Cédula de Identidad Personal de Texas ni un Número de Seguro Social.	
Check appropriate box: ARE YOU A UNITED STATES CITIZEN? Marque el cuadro apropiado: Soy ciudadano/a de los Estados Unidos Yes <input type="checkbox"/> NO <input type="checkbox"/> SI No			Signature of Voter / Firma del votante X _____		

Notice to Provisional Voter

Election Judge (if voter did not present acceptable id)	Fill out Form 9-2, Notice to Voter with Unacceptable ID/No Reasonable Impediment
	Fill out: Six days from election (March 5 + 6) = March 11
	County: Van Zandt
	Voter Last Name, First Name, VUID if known
	Pct # (1A, 1B, ... 4E)
Election Judge	Give Forms 9-1 & 9-2 to voter
Election Judge – All Provisional Voters	Give Form 9-1 to voter

Form 9-1 – ALL Provisional Voters

9-1
 Prescribed by Secretary of State
 Section 65.059, Texas Election Code
 9/2023

Notice to Provisional Voter

A determination whether your ballot will be counted will be made by the early voting ballot board after the election. A notice will be mailed to you within 30 days of the election at the address you provided on your affidavit to vote a provisional ballot indicating either (1) that your ballot was counted or (2) if it was not counted, the reason your ballot was not counted.

Your affidavit will be retained by the voter registrar who will use the information on the affidavit to update your voter registration information or if you are not a registered voter, the affidavit will be submitted to the voter registrar as a new voter registration application.

If you have any questions, call the Secretary of State's Office toll free 1-800-252-VOTE(8683).

Notificación al Votante Provisional

La junta de votación temprana tomará una determinación, después de la elección, sobre si su boleta se contará o no. Dentro de 30 días después de la elección, se le enviará una notificación a la dirección que usted proporcionó en su declaración jurada para votar en una boleta provisional. En dicha notificación se indicará si (1) su boleta se contó o (2) si no se contó y la razón por la cual no se contó.

El registrador de votantes guardará su declaración jurada y él usará la información de la misma para actualizar la información de su registro electoral o, si usted no estuviera inscrito como votante, la declaración jurada se le entregará al registrador de votantes como una nueva solicitud de registro electoral.

Si tiene alguna pregunta, llame gratis a la oficina del Secretario de Estado al 1-800-252-VOTE(8683).

Form 9-2 – Provisional Voters Without Acceptable ID/Reasonable Impediment

9-2
 Prescribed by Secretary of State
 Sections 63.001(a), Texas Election Code
 9-2023

NOTICE TO PROVISIONAL VOTER

(For provisional voter that did not (1) present an acceptable form of photo ID and (2) complete a reasonable impediment declaration)

A determination whether your ballot will be counted will be made by the early voting ballot board after the election. A notice will be mailed to you within 30 days of the election at the address you provided on your affidavit to vote a provisional ballot indicating either (1) that your ballot was counted or (2) if it was not counted, the reason your ballot was not counted.

If you are voting in the correct precinct, in order to have your provisional ballot accepted, you will be required to visit your local county voter registrar's office (information below) within six days of the date of the election to either present one of the below forms of photo ID OR if you do not possess and cannot reasonably obtain one of the below forms of photo ID, execute a Reasonable Impediment Declaration and present one of the below forms of supporting ID OR submit one of the temporary forms addressed below (e.g., religious objection or natural disaster exemption) in the presence of the county voter registrar OR submit the paperwork required to obtain a permanent disability exemption. The process can be expedited by taking this notice with you to the county voter registrar at the time you present your acceptable form of photo identification (or if you do not possess and cannot reasonably obtain one of the below acceptable forms of photo ID, execute your Reasonable Impediment Declaration and present one of the below forms of supporting ID, or execute your temporary affidavit or provide your paperwork for your permanent exemption); however, taking this notice is not a requirement.

Acceptable Forms of Photo Identification

- Texas Driver's License issued by the Department of Public Safety (DPS)
- Texas Election Identification Certificate issued by DPS*
- Texas Personal Identification Card issued by DPS;
- Texas Handgun License issued by DPS;
- United States Military Identification Card containing the person's photograph;
- United States Citizenship Certificate containing the person's photograph; or
- United States Passport (book or card).

Voter must appear before Voter Registrar by:

 Date

*If you do not have another acceptable form of photo identification you may apply for a free Election Identification Certificate at your local Texas Department of Public Safety office.

With the exception of the U.S. citizenship certificate, the identification must be current or, for voters aged 18-69 years, have expired no more than 4 years before being presented for voter qualification at the polling place. A person 70 years of age or older may use a form of identification listed above that has expired if the identification is otherwise valid.

Reasonable Impediment Declaration: If you do not possess one of the forms of acceptable photo identification listed above, and cannot reasonably obtain such identification, you may execute a Reasonable Impediment Declaration and present a copy or original of one of the following supporting documents: (1) a government document that shows your name and an address, including your voter registration certificate; (2) current utility bill; (3) bank statement; (4) government check; (5) paycheck; or (6) (a) a certified domestic (from a U.S. state or territory) birth certificate or (b) a document confirming birth admissible in a court of law which establishes your identity (which may include a foreign birth document).

The address on an acceptable photo identification or a supporting document does not have to match your address on the list of registered voters.

PERMANENT EXEMPTION

During the cure period, voters with a disability may apply with the county voter registrar for a **permanent exemption** to presenting an acceptable photo identification or following the Reasonable Impediment Declaration procedure in the county. The application must contain written documentation from either the U.S. Social Security Administration evidencing the applicant's disability, or from the U.S. Department of Veterans Affairs evidencing a disability rating of at least 50 percent. The applicant must also state that he/she does not have a form of identification prescribed by Section 63.0101 of the Texas Election Code. Those who obtain a disability exemption will be allowed to vote upon display of their voter registration certificate reflecting the exemption.

TEMPORARY EXEMPTION

During the cure period, a voter may apply for a temporary exemption at the county voter registrar's office for voters who have a consistent religious objection to being photographed OR who do not present an acceptable form of photo identification listed above or follow the Reasonable Impediment Declaration procedure because of certain natural disasters as declared by the President of the United States or the Texas Governor.

(Insert Map to Voter Registrar's office here.)

_____ County Voter Registrar's Office
 (Insert Address of Voter Registrar's office here)

Completed by Polling Place Official:
 Voter's Last Name: _____
 Voter's First Name: _____
 VUID #: _____
 Precinct No. _____

Provisional Ballot – To Be Completed by Election Judge

This is located on the green provisional envelope.

Election Judge Verify/Complete	Fill out Type of Election: Democratic Primary 2024
(see Affidavit of Provisional Voter Form)	Precinct #: (1A, 1B, ... 4E) where voting
	Precinct #: where voter is registered (if known)
	Date: Election Day
	Authority Conducting: VZC County Clerk
Election Judge	Fill out: Checkbox for acceptable form of ID Reason for voting provisionally If OTHER, state why DO NOT LEAVE BLANK Date Sign
Election Judge	Put completed provisional ballot affidavit in White Envelope – Envelope for Provisional Ballot Affidavit Envelopes
Election Judge	Put signed printer receipt for provisional ballot in White Envelope – Envelope for Provisional Ballot Affidavit Envelopes

TO BE COMPLETED BY ELECTION JUDGE:

VOTER PRESENTED ACCEPTABLE FORM OF IDENTIFICATION OR A SUPPORTING FORM OF IDENTIFICATION AND EXECUTED A REASONABLE IMPEDIMENT DECLARATION

Yes No

REASON FOR VOTING PROVISIONALLY

1. _____ Failed to present acceptable form of photo identification, a supporting form of identification with an executed Reasonable Impediment Declaration, or voter registration certificate with exemption.
2. _____ Voter not on list of registered voters.
3. _____ Voter not on list, registered in another precinct.
4. _____ Voter on list of people who voted early by mail, and voter has not surrendered mail ballot, presented a Notice of Improper Delivery, or presented Notice of Surrendered Ballot.
5. _____ Voting after 7:00 p.m. due to court order.
6. _____ Voter on list, but registered residence address is outside the _____ political subdivision.
7. _____ Registered at Department of Public Safety (DPS); When: _____
Where: _____
8. _____ Other: _____ (Please explain)

Sworn and subscribed to before me this date: _____

Signature of Election Judge

Oath of Assistance

If a Democratic Party voter requires assistance from a non-election worker, administer the oath of assistance to the helper, have the helper enter their signature, name, address, relationship to voter, and whether or not they are being compensated.

When needed - Begin	Fill out Type of Election: Democratic Primary 2024
	Date: Election Day
	Polling Place Location: Pct #, Name of Location
	Authority Conducting: VZC County Clerk
For each voter being assisted	Perform Oath of Assistance
	Require assistant to fill out their name, signature, address, relationship to voter, and whether or not they are being compensated
After Polls Close - Complete	Sign and date form
	Put Form in Envelope 2 Yellow

7-65
Prescribed by Secretary of State
Section 06.0322, 04.03A, Texas Election Code
00323

Type of Election	Polling Location
Date of Election	Authority Conducting Election

OATH OF ASSISTANCE

Oath of Person Assisting Voter: "I swear (or affirm) under penalty of perjury that the voter I am assisting represented to me they are eligible to receive assistance. I will not suggest, by word, sign, or gesture, how the voter should vote. I will prepare the voter's ballot as the voter directs. I did not pressure or coerce the voter into choosing me to provide assistance. I am not the voter's employer, an agent of the voter's employer, or an officer or agent of a labor union to which the voter belongs. I will not communicate information about how the voter has voted to another person, and I understand that if assistance is provided to a voter who is not eligible for assistance, the voter's ballot may not be counted." **Juramento de la Persona Asistiendo al Votante:** "Yo juro (o afirmo) bajo pena de perjurio que el votante al que estoy asistiendo me representó que es elegible para recibir asistencia, no sugeriré, con palabra, señal, o gesto, cómo debe votar el votante; preparare la boleta del votante según lo indique el votante; no presione ni coaccione al votante para que me eligiera como asistente; no soy el empleador del votante, un agente del empleador del votante, o un oficial o agente de un sindicato al cual el votante pertenece; no comunicare información sobre cómo el votante ha votado a otra persona; y entiendo que si se proporciona asistencia a un votante que no es elegible para recibir asistencia, la boleta del votante podría no ser contada."

#	Signature of Assistant (Firma del Asistente)	Printed Name of Assistant (Nombre del Asistente en Letras de Mayúsc)	Address of Assistant (Dirección del Asistente)	Relationship of Assistant to Voter (Relación del Asistente al Votante)	Did you receive or accept any form of compensation or other benefit from a candidate, campaign, or political committee? (¿Recibí o acepté cualquier forma de compensación o otro beneficio de un candidato, campaña o comité político?)	
					Yes	No
1					Yes	No
2					Yes	No
3					Yes	No
4					Yes	No
5					Yes	No
6					Yes	No
7					Yes	No
8					Yes	No
9					Yes	No
10					Yes	No

The above oaths were sworn and subscribed to before me this ____ day of _____, 20____. Los juramentos suscritos arriba fueron declarados bajo juramento y suscritos ante mí en la fecha arriba.

Instructions:

- Administer the Oath of Assistance to the Assistant.
- The Assistant must repeat the Oath aloud and complete the form for each voter assisted.
- Instruct the Assistant to:
 - Sign the form.
 - Print his or her name.
 - Provide his or her address.
 - Print his or her relationship to the voter in the column.
 - Indicate whether he or she received or accepted any form of compensation or other benefit from a candidate, campaign, or political committee for providing assistance to the voter.

The above oaths were sworn and subscribed to before me this ____ day of _____, 20____.
Los juramentos suscritos arriba fueron declarados bajo juramento y suscritos ante mí en la fecha arriba.

Signature of Election Officer _____
Printed Name of Election Officer _____

Request to Cancel Ballot by Mail – Poll Location

If a voter would like to cancel their Democratic Party vote by mail ballot (VBM), the voter must fill out the top part of this form. The election judge completes the form.

Voter	Fill out top section with name, VUID#, election name (Democratic Primary), date, signature
Voter – either Section 2 OR	2nd Section - VBM ballot to surrender
Voter – Section 3	3rd Section – Does not have VBM ballot to surrender
Election Judge	Fill out voter name, VUID#, date, Pct # (1A, 1B, ... 4E), judge's name and judge's signature
Election Judge	If voter surrendered ballot or qualified for section 2 , voter votes a normal ballot. If voter now wants a Republican ballot be sure to note that on the cancel request.
Election Judge	If voter did not surrender the VBM ballot, voter must vote provisionally . If voter now wants a Republican ballot be sure to note that on the cancel request.
	Put Request to Cancel Form in Gold Envelope – Envelope for Requests and Canceled Ballots
	Put poll pad ticket in Gold Envelope – Envelope for Requests and Canceled Ballots if it is a change from Democratic to Republican Party

6-7
Prescribed by Secretary of State
Sections 63.011, 66.026, 84.032, 84.038, 85.071 Texas Election Code
09/2023

REQUEST TO CANCEL BALLOT BY MAIL FOR USE IN THE POLLING PLACE

84.032 (b) This Section Must Be Completed by Every Voter	<p>I, _____, a qualified voter for the _____</p> <p style="text-align: center;"><small>(printed name of voter) (name of election)</small></p> <p>Election to be held on _____ / _____ / _____ request that my Application for Ballot by</p> <p style="text-align: center;"><small>(month) (day) (year)</small></p> <p>Mail or Federal Post Card Application be cancelled.</p> <p>_____ VUID (required)</p> <p>_____ Signature of Voter</p>
--	--

To be Completed at an Early Voting or Election Day Polling Place

84.032 (d) Voter Has Mail Ballot, Notice of Improper Delivery or Notice of Surrendered Ballot	<p>Statement:</p> <p>I am surrendering my ballot by mail, presenting a Notice of Improper Delivery or presenting a Notice of Surrendered Ballot to an election officer at the polling place. I hereby request that my Application for a Ballot by Mail or Federal Post Card Application be cancelled for this election.</p> <p>_____ Signature of Voter</p>
63.011 (a-1) Voter Does Not Have Mail Ballot, Notice of Improper Delivery or Notice of Surrendered Ballot	<p>Statement:</p> <p>I do not have possession of my mailed ballot or a Notice of Improper Delivery or a Notice of Surrendered Ballot at the time I offered to vote. I wish to cancel my Application for a Ballot by Mail or Federal Post Card Application and vote in person. I understand that I will be given a Provisional Ballot.</p> <p>_____ Signature of Voter</p>

This section to be completed by Election Official.

Name of Voter _____ VUID Number _____

(Name of Voter) (Required)

Registered Precinct Number _____

Sworn and subscribed before me, this _____ day of _____, 20____.

(Day) (Month) (Year)

Signature of Election Official Witnessing Affidavit _____ Printed Name of Election Official Witnessing Affidavit _____

Instructions for Deputy Early Voting Clerk or Election Judge:

Top Box to be Completed by Election Official and Voter