

State of Wisconsin\Government Accountability Board

212 East Washington Avenue, 3rd Floor
Post Office Box 7984
Madison, WI 53707-7984
Voice (608) 266-8005
Fax (608) 267-0500
E-mail: gab@wisconsin.gov
<http://gab.wi.gov>



JUDGE GORDON MYSE
Chair

KEVIN J. KENNEDY
Director and General Counsel

Important Reminders for a Successful 2010 General Election

Before Election Day

1. Please plan your office schedule in accordance with State law:
 - The deadline for electors to request to receive an absentee ballot by mail, email or fax is 5:00pm on Thursday before the election for most electors and 5:00 pm on Friday for indefinitely confined electors. The municipal clerk (or deputy) must be available to accommodate these deadlines.
 - Voters must be able to vote absentee in the clerk's office up until 5:00 pm on Monday, November 1, 2010.
 - Military and overseas can request to receive an absentee ballot by mail, email or fax as late as Election Day.
2. Make sure all of your voting machines, including the accessible voting machines, are programmed, tested and in working order before Election Day, allowing enough time for any needed repairs. You must turn-on your accessible equipment on Election Day and have it ready for use.

Election Day

3. A copy of the Election Day Manual should be in every polling place.
4. Ensure that each polling place does not run out of ballots.
 - Chief Election Inspectors need to monitor the number of ballots at the polling place and regularly communicate that number to the municipal clerk.
 - The Chief Election Inspector must keep at least one unvoted ballot in case the ballots need to be photocopied.
 - Municipal clerks must ensure the Chief Election Inspector knows how and where to reach you on Election Day.
 - Municipal clerks must check in with the Chief Election Inspector throughout the day to ensure effective communication.
5. Remind Chief Inspectors that reasons such as property foreclosures, outstanding traffic tickets, HAVA non-matches and the like are not legally sufficient for a legitimate challenge.

6. Voters appearing on the poll list should not be asked to provide proof of residence.

EXCEPTION: The notation “ID Required” appears next to the voter’s name, indicating a first-time WI voter who registered by mail and hasn’t yet provided proof of residence.

- A voter may not request that the notation “ID required” be placed by their name because they wish to voluntarily be required to produce photo identification in order to receive a ballot.
7. All absentee electors and all electors who register during late registration and on Election Day must have their information compared to the “Ineligible Voter List” to determine if the person is not currently under supervision of the Department of Corrections. Instructions are included with the Ineligible Voter Lists.
 8. Electors may vote for candidates in more than one party. An elector may select to vote straight party then select a candidate of a different party in one or more contests. The straight party vote counts in all contests except for those contests in which the elector selected the candidate(s) of a different party. In those contests, the vote for the selected candidate is counted. *See the Counting Votes Manual page 3;* <http://gab.wi.gov/manuals/counting-votes>
 9. Candidates for the offices of Governor/Lt. Governor run as a team and are considered as one candidate. A candidate with no running mate is also considered as one candidate (No Candidate/Smith or Smith/No Candidate). Therefore, various combinations of write-in votes for Governor/Lt. Governor, or for only Governor or only Lt. Governor are listed separately on the tally sheet for each combination of candidates. *See page 4 of the Counting Votes Manual for specific examples.* <http://gab.wi.gov/manuals/counting-votes>
 10. Municipal clerks must determine the number of outstanding military and overseas absentee ballots (the military and overseas electors absentee ballots that have not been returned to the municipal clerk’s office) and by 8:00 pm on Election Day:
 - Post the number in the clerk’s office
 - Post the number on the municipal website (if applicable)
 - Notify the appropriate County Clerk of the number (even if you have none)
 - Email the Government Accountability Board (GABHelpDesk@wi.gov) the number (even if you have none)

After Election Day

11. Military and overseas electors have until November 19, 2010 to return absentee ballots to be counted. The ballot must be postmarked by Election Day and meet all other absentee ballot requirements.