

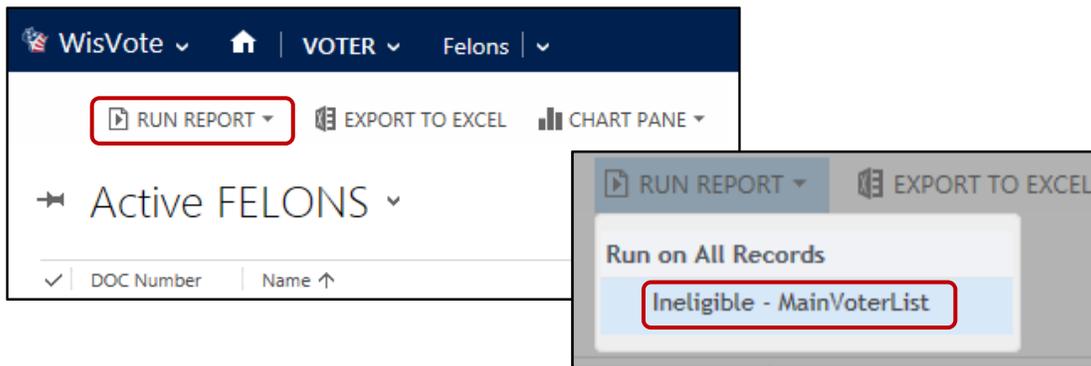
## Print Ineligible Voter List

The Ineligible Voter List is a list of all felons who have addresses in your municipality and are currently on probation, parole or extended supervision through the Wisconsin Department of Corrections (DOC). The voting rights of these individuals have not been restored as of the date this list was issued and will not be restored until the individual completes the terms of his or her sentence. The information on this list is provided by the Department of Corrections (DOC) and is updated nightly.

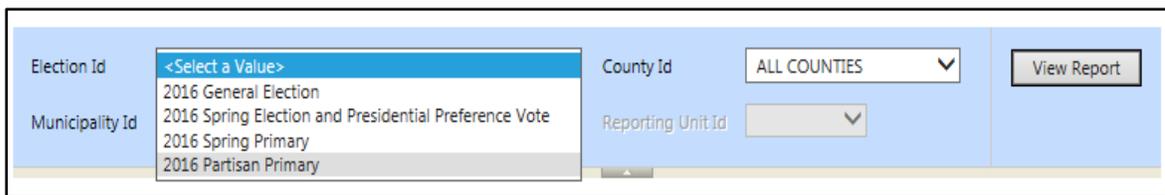
The lists are used in the clerk’s office during late registration, issuing absentee ballots, and for Election Day registrations at the polling place. Refer to the list ONLY during late registration , issuing absentee ballots and for Election Day registrations. It is not necessary to compare this list with voters who are already registered as this is handled through the Registration List Alerts in WisVote. Felon alerts should be reviewed prior to printing poll books; therefore, matching the list against the poll book prior to issuing a ballot on Election Day is not necessary.

### Access the Ineligible Voter List

1. Click the Felon tile to open the Active Felons View page
2. Click the Run Report button and select Ineligible - MainVoterList



3. A new window opens. Configure the Report Viewer to customize your report. Select an Election from the drop-down list



4. To search all of Wisconsin accept the All Counties default or choose a county from the drop-down list



- To search all the municipalities accept the All Municipalities default or choose a specific municipality from the drop-down list

**Note:** Municipalities in multiple counties will need to select each county and run the list for the reporting units in that county.

The screenshot shows a form with the following fields:
 

- Election Id: 2016 Partisan Primary
- County Id: WINNEBAGO COUNTY
- Municipality Id: CITY OF OSHKOSH - WINNEBAGO COUNTY (highlighted with a red box)
- Reporting Unit Id: (empty dropdown)
- View Report button

- Select a reporting unit from the drop-down list. (The reporting units listed are the names given to them by the municipalities in the Election Plan associated with the type of election)

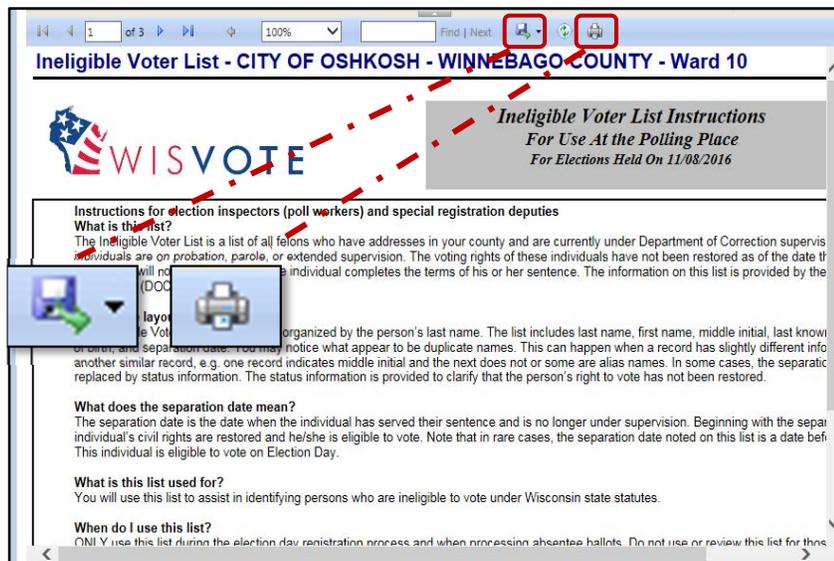
**Note:** If All Counties or All Municipalities are selected this option is not applicable.

The screenshot shows the same form as above, but with the Reporting Unit Id dropdown menu selected to 'Ward 10' (highlighted with a red box). The View Report button is also highlighted with a red box.

- Click the View Report button to create a report



- The report can be printed directly or exported to a file by clicking on the Disk or Printer icon



**Note:** The page count in the preview does not reflect the actual number of pages in the report. To find the number of pages you should export the report to an Adobe PDF file and the number of pages will display correctly in Adobe.

### Access from Elections – Bundled Report

1. Click the Elections tile to open the Current Elections View page
2. Click an election from the list.
3. Expand the Poll Books tab
4. Click to open the “Magic Box”

POLL BOOKS								
Poll Book Ord...	Name ↑	Municipality	Reporting Uni...	Polling Place	Total Number...	Total Participa...	Total Absente...	Printed Date
1	Ward 1	CITY OF OSHKO...	Ward 1	OSHKOSH SENI...	1,345	197	70	2/3/2016 12:30...

5. To create one report that contains multiple lists separated by wards or reporting units, place checks in front of the poll book name of the ward or reporting units to include in the bundled report. Click the Bundle Ineligible List button

ELECTION : INFORMATION

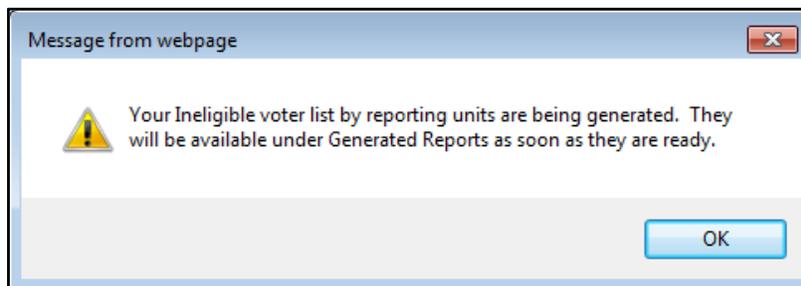
## 2016 Spring Primary

Poll Book Associated View ▾

PRINT POLL BOOK
BUNDLE POLL BOOKS
BUNDLE INELIGIBLE LIST
CHART PANE ▾
RUN REPORT ▾
EXPORT POLL BOOK

✓	Name	Polling Place	Poll Book Ord...	Municipality	Printed Date	Printed By
✓	Ward 1	OSHKOSH SENIOR CENT...	1	CITY OF OSHKOSH - WINNEBAGO...	2/3/2016 12:30 PM	Angela Joeckel
✓	Ward 2	OSHKOSH SENIOR CENT...	2	CITY OF OSHKOSH - WINNEBAGO...	2/3/2016 12:40 PM	Angela Joeckel
	Ward 3	ALBEE HALL	3	CITY OF OSHKOSH - WINNEBAGO...	2/3/2016 1:10 PM	SYSTEM
	Ward 4	ALBEE HALL	4	CITY OF OSHKOSH - WINNEBAGO...	2/3/2016 1:10 PM	SYSTEM
	Ward 5	SAINT JOHN'S CHURCH	5	CITY OF OSHKOSH - WINNEBAGO...	2/3/2016 1:10 PM	SYSTEM

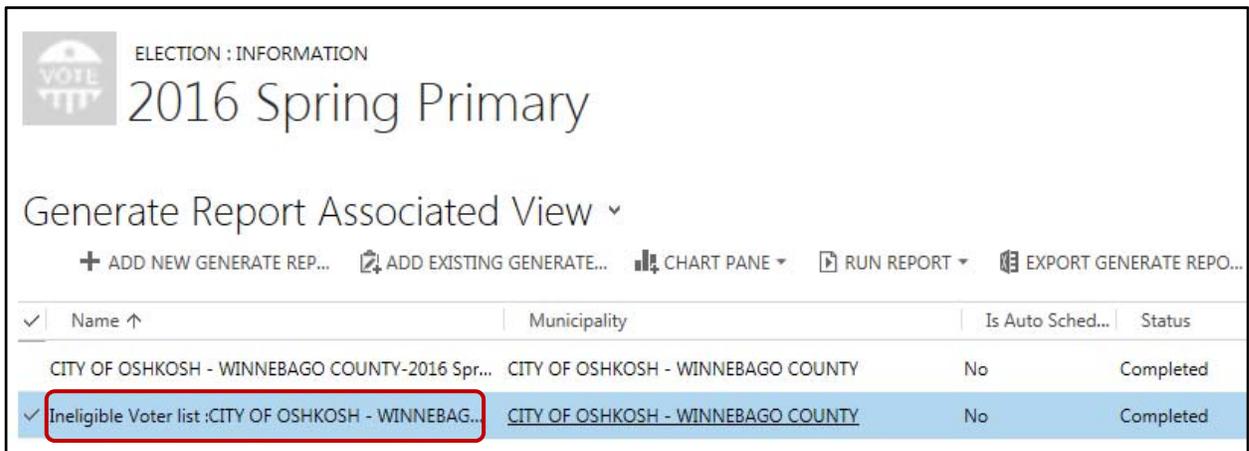
6. A message will appear stating “Your Ineligible voter list by reporting units are being generated. They will be available under Generated Reports as soon as they are ready.” Click Ok



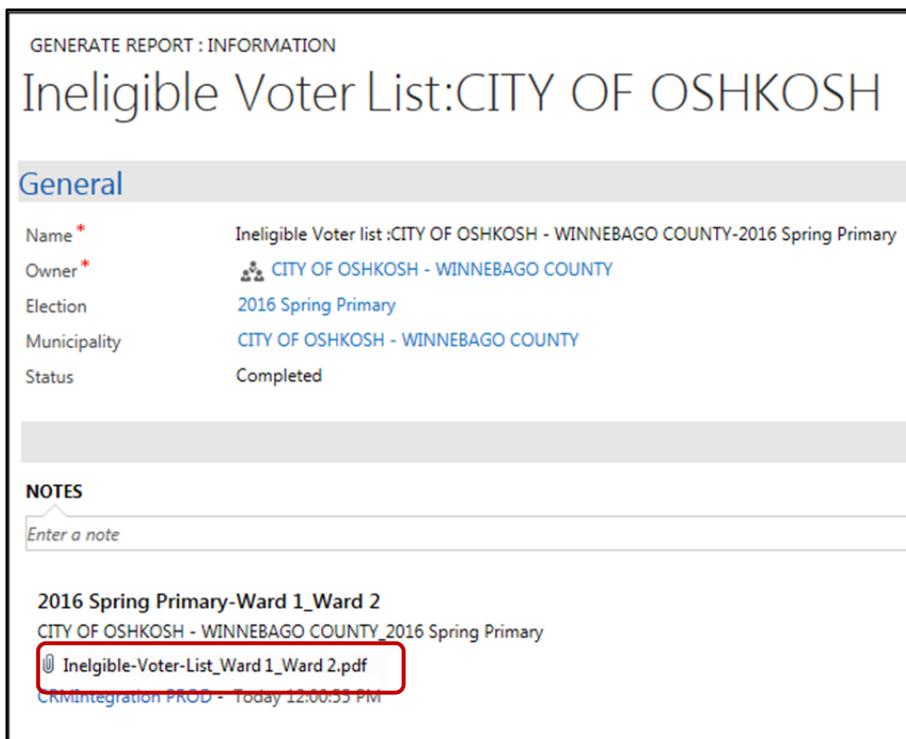
7. Click the drop-down arrow to the right of the name of the election to display the navigation bar
8. Click the Generate Reports button (Click the arrow > to proceed across the bar to view more tiles)



9. From the Generate Report Associated View click to select the Ineligible Voter List to view the report



10. The Generate Report Information screen opens, click the pdf file to access the ineligible voter list.



11. You may be prompted to Open or Save the file.



12. It may be easier to first open the file, click Print and then File | Save As to save to your desktop

**Ineligible Voter List - CITY OF OSHKOSH - WINNEBAGO COUNTY -**  
**Ward 1**

*Ineligible Voter List Instructions  
 For Use At the Polling Place  
 For Elections Held On 11/08/2016*

<b>Ineligible Voter List - CITY OF OSHKOSH - WINNEBAGO COUNTY -</b>						
<b>Ward 1</b>						
LAST NAME	FIRST NAME	M.I.	Address	City	Zip	Date of Birth
ANDERSON	JOSHUA	MICHAEL	1143 Buchanan Ave	Oshkosh	54902	07/25/1955
ANDERSON	JOSHUA		1143 Buchanan Ave	Oshkosh	54902	07/25/1955
BAERWALD	AMY		129-A Guenther	Oshkosh	54902	10/18/1970
BAERWALD	AMY	J	129-A Guenther	Oshkosh	54902	10/18/1970
BAERWALD	AMY JO		129-A Guenther	Oshkosh	54902	10/18/1970

the individual's civil rights are restored and he/she is eligible to vote. Note that in rare cases, the separation date noted on this list is a date before Election Day. This individual is eligible to vote on Election Day.