



# Wisconsin Elections Commission

212 East Washington Avenue | Third Floor | P.O. Box 7984 | Madison, WI 53707-7984  
(608) 266-8005 | [elections@wi.gov](mailto:elections@wi.gov) | [elections.wi.gov](http://elections.wi.gov)

---

**DATE:** July 7, 2020

**TO:** All Wisconsin Election Officials

**FROM:** Meagan Wolfe  
Administrator

**SUBJECT: Polling Place Plan Establishment for the August 11, 2020 Partisan Primary**

Polling places are required to be established by the governing body at least 30 days prior to each election. Wis. Stat. § 5.25(3). The deadline for the adoption of polling place plans for the August 11, 2020 Partisan Primary is July 12, 2020 and all plans must be finalized by that date. For the April 2020 election, the Wisconsin Elections Commission determined that changes could be made to polling place plans outside of the statutorily required approval process and timeline, but they did not make the same allowances for the remainder of 2020 elections. Please ensure that your polling place plans have been finalized prior to the July 12, 2020 deadline.

You should verify that the Election Plan for the August 11, 2020 Partisan Primary is accurate in WisVote so that correct information is displayed to voters using MyVote to look up their polling place information. Instructions on how to add/edit a polling location are part of the WisVote manual. If you rely on the county or another jurisdiction to provide you with WisVote support, please communicate with them to ensure any changes you have made to your polling locations for August have been updated in the system.

Thank you for your attention to this important election preparation task in advance of the Partisan Primary. If you need assistance or have questions with either altering your Election Plan or adding/editing a polling location in WisVote, please do not hesitate to contact us at [elections@wi.gov](mailto:elections@wi.gov) or by phone at (608)261-2028.

*Wisconsin Elections Commissioners*

Ann S. Jacobs, chair | Marge Bostelmann | Julie M. Glancey | Dean Knudson | Robert Spindell | Mark L. Thomsen

---

Administrator  
Meagan Wolfe