Instruct the Voter to select "Done Signing" and then "Accept," after they've signed their name on the "Please sign below." page.

If applicable, instruct the Voter to select their party affiliation, then select "Next."
Exception 1
Voter's name on ID is different than name in EPB

Turn EPB screen so that it is facing the Voter

Instruct Voter to read and sign the affidavit, then press “Next”

Does the Voter’s name need to be updated?

Yes

Press “Yes,” then enter the Voter’s preferred name

After entering the Voter’s preferred name, press “Ok”

No

Press “No” on EPB

Have the Voter sign, then press “Done Signing”

Press “Accept” to accept the Voter’s signature

Return to Processing Voters Flowchart

Exception 5
Voter without ID in List A

Inform Voter that they will need to complete a VDRI

Rotate EPB screen to Voter so they may read the declaration

Instruct Voter to choose reason(s) for their VDRI and sign.
If Voter selects “Voter Refuses,” they will only be able to vote provisionally.

Is Voter done signing the VDRI?

Yes

No

Wait for Voter to complete VDRI

Return to Processing Voters Flowchart

Turn EPB screen back to where it is facing you

Sign your name in the space provided under “Election Judge Signature”

Press “Next”

Select which forms of identification from List B the Voter presented, then press “Next”

Does EPB allow you to select “Issue Standard”?

Yes

No

See Provisional Process

Return to Processing Voters Flowchart
**Exception 11**
Voter is not found in EPB

- Call Judge’s Hotline and ask them to research Voter’s eligibility

Does Voter reside in Dallas County?

- Yes
  - Is Voter registered in Dallas County?
    - Yes
      - Representative from Judge’s Hotline will help you find Voter in EPB
    - No
      - Direct Voter to go vote in the County where they reside
  - No
    - Process Complete

- No
  - Process Complete

**Exception 11a**
Voter lives in Dallas County, but is registered in another county

- Does today’s date fall within the Early Voting Period?
  - Yes
    - Contact Judge’s Hotline to confirm that Voter is eligible to vote on a Limited Ballot
  - No
    - See Provisional Process

- Is Voter eligible to vote on a Limited Ballot?
  - Yes
    - Inform Voter that they can vote a Limited Ballot
  - No
    - See Provisional Process

- Does Voter want to vote a Limited Ballot?
  - Yes
    - Create a profile for the Voter and then issue the Voter a Provisional Ballot
  - No
    - Process Complete

**Exception 12**
Voter without ID in List A and List B

- See Provisional Process
Exception 13
Voter has already voted

- Inform Voter that our records indicate they have already voted
- Does Voter want to spoil a ballot?
  - Yes: Does Voter have their intended spoiled ballot in hand?
    - Yes: Fill out Registrar of Spoiled Ballots with Voter’s ballot information
    - No: Take spoiled ballot from Voter and write “Cancel” on the ballot
  - No: Inform Voter that our records indicate they have already voted
- Does Voter dispute that they have already voted?
  - Yes: Voter may not vote twice, they are finished voting for this election and may leave the vote center
  - No: Does Voter wish to vote on a Provisional Ballot?
    - Yes: Press “Cancel Ballot,” then “Cancel Ballot” again
    - No: Voter may not vote twice, they are finished voting for this election and may leave the vote center
- Process Complete
- See Standard Provisional Process

Exception 14
Voter issued a mail ballot and cannot surrender

- Hand Voter a Request to Cancel Ballot by Mail form and have them complete the sections marked “84.032(b)” and “63.011(a-1)”
- Once Voter has completed their sections, complete the section titled “This section to be completed by Election Official”
- Once Request to Cancel Ballot by Mail form is complete, place form in the Blue Document Bag
- See Provisional Process
Exception 15
Voter claims they should be eligible to vote in a specific political subdivision

Call Judge’s Hotline and ask representative to research Voter’s eligibility

Is Voter eligible to vote on a provisional ballot in Dallas County?

Yes

Ask representative from the Judge’s Hotline for Voter’s preferred address’s precinct

See Provisional Process

No

Voter Registered in a Different County (ED)

Does Voter reside in Dallas County?

Yes

Inform Voter that they will only be able to vote in the County in which they reside

No

Inform Voter that they will only be able to vote in the County in which they reside

Process Complete

Voter Registered in a Different County (EV)

Does Voter reside in Dallas County?

Yes

Contact Judge’s Hotline to determine if Voter is eligible to vote a limited ballot

Is Voter eligible to vote a limited ballot?

Yes

Inform Voter that they are eligible to vote on a Provisional Ballot

No

No

Voter must be sent back to their county of residence

Process Complete

Does Voter want to vote provisionally?

Yes

Inform Voter that they will only be able to vote in the County in which they reside

No

Process Complete

Voter Registered in a Different County (EV or ED)

Is Voter eligible to vote on a provisional ballot in Dallas County?

Yes

Ask representative from the Judge’s Hotline for Voter’s preferred address’s precinct

See Provisional Process

No

Contact Judge’s Hotline to determine if Voter is eligible to vote a limited ballot

Is Voter eligible to vote a limited ballot?

Yes

Inform Voter that they are eligible to vote on a Provisional Ballot

No

Does Voter want to vote provisionally?

Yes

Inform Voter that they will only be able to vote in the County in which they reside

No

Process Complete
Exception 16
Voter wants to spoil their ballot

Does Voter have their intended spoiled ballot in hand?

- Yes:
  - Fill out Registrar of Spoiled Ballots form with Voter’s ballot information
  - Take spoiled ballot from Voter and write “Cancel” on the ballot
  - Place spoiled ballot in Blue Document Bag

- No:
  - Inform the Voter that in order to spoil their ballot, they must present their intended spoiled on hand

Did Voter return their intended spoiled ballot?

- Yes:
  - Hand Voter their ballot and direct them to a voting machine
  - Voter goes to voting machine to cast their ballot

- No:
  - Inform Voter that they may vote provisionally if they fail to present their intended spoiled ballot

Does Voter wish to vote on a provisional ballot?

- Yes:
  - See Provisional Process

- No:
  - Voter may not vote twice, they are finished voting for this election and may leave the vote center
  - Process Complete