

CHECKLIST ADDENDUM GENERAL ELECTION

1. The voter will approach the addendum table with their voter registration form. Their registration has been signed by the election official on the “received by” line.
2. Upon receipt of the voter registration form, the Election Official will request photo ID from the voter. If the voter provides photo ID proceed to step 4.
3. **If the voter has no photo ID**, ask the voter for their completed challenged voter affidavit (CVA) which should have their photograph attached. *(Please note voters that completed the qualified voter affidavit when registering because they did not possess a photo ID, should have been diverted to the No Photo ID table during the registration process to sign the CVA and have their photo taken).* Collect the CVA and keep with the completed registration form.
4. Add the voter’s name to the checklist addendum, listing the last name first, and indicate a voting mark on the addendum sheet by placing an “X” in the box adjacent to the voter’s name. If the voter executed a challenged voter affidavit (CVA) in lieu of providing photo ID, place an “X” in the CVA box on the addendum adjacent to the voter’s name.
5. If the voter provided an out of state ID, document the state of issuance on the addendum.
6. Place a checkmark in the appropriate column to indicate the party affiliation of the voter on the addendum sheet.
7. Indicate the voter’s address on the address line provided.
8. Provide the voter with a ballot. The election official should call the voter’s attention to any referendum questions, or other things about the ballot that may not be typical. Another example would be letting the voter know if there are races on the backside of the ballot.
9. Keep the registration forms in the order that the names were added to the checklist addendum. Once the addendum sheet is full, attach the associated registration forms to the sheet with an elastic band. Give the addendums and the registration forms to the Checklist Supervisor at the end of the election.
10. Any voter who does not show ID at the polls can expect to receive a follow-up letter from the Secretary of State asking them to respond by a date certain. If the voter does not respond to this letter, the Attorney General’s Office will investigate for potential voter fraud.

ACCEPTABLE FORMS OF PHOTO ID

New Hampshire law now requires ballot clerks to request that voters present photo identification when they check-in to vote at the polling place. See RSA 659:13, I. The following forms of photo identification satisfy the identification requirement:

- Driver's license issued by any state or federal government;
- Non-driver ID card issued by NH DMV or motor vehicle agency of another state;
- Photo ID card for "voting identification only" issued by NH DMV (RSA 260:21);
- United States armed services identification card;
- United States passport or passcard;
- NH student ID card (See reference list of schools with a valid photo ID to determine if what is presented by the voter is acceptable);
- A photo ID not mentioned above, but determined to be legitimate by the moderator, supervisors of the checklist, or the clerk (not a Ballot Clerk). If any person authorized to challenge a voter does so under this provision, the voter shall be required to fill out a challenged voter affidavit before obtaining a ballot.
- Verification of the voter's identity by a moderator or supervisor of the checklist or the or the clerk (not a Ballot Clerk). If any person authorized to challenge a voter does so under this provision, the voter shall be required to fill out a challenged voter affidavit before obtaining a ballot.

An acceptable photo ID must have an expiration date or date of issuance. The ID will remain valid 5 years beyond the expiration date or date of issuance unless the voter is 65 or older in which case the expiration date can be exceeded beyond 5 years. The name on the ID shall substantially conform to the name on the checklist.