Victoria.Lovegren@case.edu

facsimile transmittal

To:	Bob Fitrakis	**Fax:**	614-287-2482 ~~5301~~
From:	Victoria Lovegren, Ph.D.	**Date:**	11/10/2004
Re:	Provisional Ballot – Date of Birth	**Pages:**	9
CC:			

☑ **Urgent**   ☐ **For Review**   ☐ **Please Comment**   ☐ **Please Reply**   ☐ **Please Recycle**

Notes: Bob

The first 7 pages were stapled together as a packet and were given to the observers. The last page was in a stack by itself sitting on a clerk's desk.

The clerks seemed concerned that they were asked to reject provisional ballots because of birth date. "Even if it is in the database?" asked one clerk. I saw a rejected ballot that had "11/2/04" written in the birth date field, and asked a manager if that, too, was to be rejected. He said "yes."

Hope this helps! I think it is yet another attempt by Blackwell (unless it is a county-specific directive by Michael Vu) to disenfranchise voters. It seems consistent with all the other attempts by Blackwell to make it difficult for people to vote; totally at odds with the objectives of the Help America Vote Act — to help people vote.

Provisional Verification Procedure
rev July 8, 2002, July 28, 2004, August 10, 2004, October 28, 2004.

stapled

NOTE: ALL PROVISIONAL BALLOTS MUST BE VERIFIED INTO TWO CATEGORIES (REGISTERED & REJECTED) FOR THE OFFICIAL COUNT PROCESS. Be sure to write the city ward and precinct on the back of each envelope before removing from a precinct.

Prior to verification, Senior Clerks are to examine each envelope and put aside the following envelopes:
> a.   No Signature

This will ensure that envelopes with the above mentioned are not counted as "OK" and get sent to the ballot department for counting.

The initial verification process of the Provisional Ballots will be done in teams of one Democrat and one Republican. The initial verification will consist of stamping each envelope across the top, **in red ink**, as follows:

Provisionals that are ok are only checked one time. Rejected provisionals are checked twice.

OK #	INIT	dem / rep
REJ #	INIT	dem / rep

changed Rules

Yellow Provisional Envelopes that are stamped "OK" will be counted in the official count process.

VERIFICATION PROCESS FOR "OK" PROVISIONALS:
NOTE: to verify a provisional envelope as "OK", all necessary information must be in place on the envelope - NAME, ADDRESS & SIGNATURE (as long as the signature matches the one in the data base). Date of birth is not mandatory and should not reject a provisional ballot.

30 minute ago

The initial check involves only the verification of registration.
- Query the voter as you would a regular registration status card by last name, first name, birth date and what ever other information is available on the envelope.
- Check the signature if the signature matches the data base signature and the status of the voter is either "A" or "I" (Active or Inactive) the voter is registered and the envelope should be stamped "OK".
- Place your initials on the envelope.
- Write in the Old city, ward and precinct directly above the "OLD RESIDENCE ADDRESS" please write legibly.
- Write the New city, ward and precinct directly above the NEW/CURRENT RESIDENCE ADDRESS" please write legibly.

(SEE SAMPLE "A" COMPLETED VERIFIED "OK" ENVELOPE)

Received 11/9/04 ≈ 3PM   U. Lovegren

Given to all observers

1 of 7 PP stapled

VERIFICATION PROCESS FOR "REJ" PROVISIONALS:

NOTE: verifying a provisional envelope as "REJ" includes checking every possible means of registration. When a provisional is marked "REJ" you could be disenfranchising a voter if not checked properly. "REJ" Provisionals **Do Not** receive voter history.

Yellow Provisional Envelopes that are stamped "REJ" **DO NOT** get counted. Only actual **NOT REGISTERED** provisional envelopes are sent a registration card through the registration " NR LETTER PROCESS".

- Query the voter as you would a regular registration status card, last name, first name and whatever other information is available on the envelope.
- If you are unable to find the voter and you have exhausted all means of locating the name on the envelope, stamp the envelope "REJ" and initial.
- Write the New city, ward and precinct directly above the NEW/CURRENT RESIDENCE ADDRESS" please write legibly.

(SEE SAMPLE "B" COMPLETED **"REJ"** VERIFIED ENVELOPE)

NOTE: All rejected provisional must have a rejection letter stapled to the envelope identifying reason for rejection. Follow the steps below:

PROVISIONAL BALLOT (lemon-envelope) REJECTION FORM"
a) name of voter.
b) city ward and precinct.
c) party politics (if a party primary election is held).
d) reason for rejection .
e) sign your name under proper politics.
f) have a person of the opposite party double check the envelope and sign the form.

(SEE SAMPLE "C" COMPLETED REJECTION FORM)

PLEASE NOTE:
ONE (1) YELLOW ENVELOPE TO A REJECTION LETTER!!
EXCEPTION; Multiple empty envelopes can be attached to a rejection form if they are from the same city and ward.

Once completed the Manager, Director and Deputy Director must sign off on all rejected provisionals.

As the verification process is completed, the PROVISIONAL BALLOT STATUS REPORT must be completed. The file is located on the Manager's computer in Microsoft Excel. As provisionals are completed break them down into NEW city and ward order. Count and transfer the numbers to the report. Rejected provisional are broken down on the report by reason.

Ballots are now ready to transfer to the Ballot Department and the following procedure must be followed: **YELLOW ENVELOPES MARKED "REJ" DO NOT GET COUNTED AND NEVER GET SENT TO BALLOT COUNT WITH "OK" PROVISIONALS)**

2 of 7

Complete a Transfer form (SAMPLE" D"). Count the number of envelopes to be transferred under the appropriate type and transfer the number to the form. One Democrat and one Republican must deliver to the Ballot Department. Once delivered to the Ballot Department, one Democrat and one Republican from that department must sign the Transfer form and give a copy back to registration to be filed.

C:\AARegistration\Procedures\Provisional Verification - manual\PROVISIONAL VERIFICATION.wpd

SAMPLE "A"

Cuyahoga County Board of Elections
PROVISIONAL BALLOT
STATEMENT OF VOTER R.C. 3503.16

(A) I,___JOHN DOE___declare under
(PRINT NAME)
penalty of election falsification that I moved and/o
changed my name on or prior to the ☒ General
☐ Primary ☐ Special Election held on the _6_ day
NOV 20_01_. | PARMA - 1 - B |

NEW/CURRENT RESIDENCE ADDRESS:
1234   DAY   DRIVE
(STREET ADDRESS)
PARMA_____   44134
(CITY)   (Zip)

of Cuyahoga County, Ohio | PARMA - 6 - F |

OLD RESIDENCE ADDRESS:
4231   NIGHT   DR
(STREET ADDRESS)
PARMA_____   44134
(CITY)   (Zip)

of Cuyahoga County, Ohio
= = = = = = = = = = = = = = = = =
(B) CHANGE OF NAME:

_____
(PRINT FORMER NAME)

_____
(PRINT NEW NAME)

(C) I am voting at: (Check one)
☐ office of the Cuyahoga County Board of
Elections
☐ my new ward and precinct (Ward____, Pct____

at_____
(NEW VOTING LOCATION)
(D) I will not vote or attempt to vote at any other
location for the election held on this date. I
understand that the statements above are made
under penalty of election falsification. I request
a ballot for the
_____ Party (Only if party primary

☞ _____
SIGNATURE OF VOTER
DATE _11/6/61_

DATE OF BIRTH _1/1/81_
MONTH/DAY/YEAR

WHOEVER COMMITS ELECTION FALSIFICATIO:
GUILTY OF A FELONY OF THE FIFTH DEGREI
R.C. 3501.38

Checked for Completeness and Accuracy:

_____
Election Day Official
Form No. 12-1

NR # 187654 Init MD/ BJ

SAMPLE "B"

Cuyahoga County Board of Elections
PROVISIONAL BALLOT
STATEMENT OF VOTER R.C. 3503.16

(A) I, __Bill   DOE__ declare under
(PRINT NAME)
penalty of election falsification that I moved and/o
changed my name on or prior to the ☐ General
☐ Primary ☐ Special Election held on the _6_ day
__NOV__ 20 _01_.   [SEVEN Hills 1-C

NEW/CURRENT RESIDENCE ADDRESS:
__4567   SUN DR__
(STREET ADDRESS) __SEVEN HiLLS__   __44130__
(CITY)   (Zip)
of Cuyahoga County, Ohio [SEVEN Hills

OLD RESIDENCE ADDRESS:
__7654   MOON DR__
(STREET ADDRESS)
__SEVEN HiLLS__   __44130__
(CITY)   (Zip)

of Cuyahoga County, Ohio
= = = = = = = = = = = = = = = =

(B) CHANGE OF NAME:
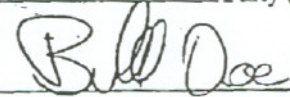
_____
(PRINT FORMER NAME)

_____
(PRINT NEW NAME)

(C) I am voting at: (Check one)
☐ office of the Cuyahoga County Board of
Elections
☐ my new ward and precinct (Ward___, Pct___

at_____
(NEW VOTING LOCATION)
(D) I will not vote or attempt to vote at any other
location for the election held on this date. I
understand that the statements above are made
under penalty of election falsification. I request
a ballot for the
_____ Party (Only if party prima

☞ _Bill Doe_
SIGNATURE OF VOTER
DATE _11/6/01_

DATE OF BIRTH _1/1/78_
MONTH/DAY/YEAR

WHOEVER COMMITS ELECTION FALSIFICATI(
GUILTY OF A FELONY OF THE FIFTH DEGRI
R.C. 3501.38

Checked for Completeness and Accuracy:

_____
Election Day Official
Form No. 1:

PROVISIONAL BALLOT REJECTION FORM
R.C. 3503.16

ELECTION DATE _____

Name of voter	(PLEASE PRINT CLEARLY)		
Municipality		Ward	Precinct

PARTY	✓	REASON FOR REJECTION	✓
DEMOCRAT		NOT REGISTERED	
REPUBLICAN		NO INFORMATION	
ISSUES ONLY		NO SIGNATURE	

_____

REPUBLICAN

_____

DEMOCRAT

_____

MANAGER

_____

DIRECTOR

_____

DEPUTY DIRECTOR

_____

DATE

6 of 7

Picked
up from
Separate Pile

PROVISIONAL BALLOT REJECTION FORM
R.C. 3503.16

ELECTION DATE　　11/2/2004

Name of voter		(PLEASE PRINT CLEARLY)		
Municipality			Ward	Precinct
PARTY	✓	REASON FOR REJECTION		✓
DEMOCRAT		NOT REGISTERED		
REPUBLICAN		NO INFORMATION		
ISSUES ONLY		NO SIGNATURE		
		NO BIRTH DATE		
		AFFIRMATION SIGNED Y/N		

_____
　　　　　　　　　　　　　　　　　　Republican

_____
　　　　　　　　　　　　　　　　　　Democrat

_____
　　　　　　　　　　　　　　Registration Manager

_____
　　　　　　　　　　　　　　　　　　Chairman

_____
　　　　　　　　　　　　　Democrat Board Member

_____
　　　　　　　　　　　　　Republican Board Member

_____
　　　　　　　　　　　　　Democrat Board Member

Date:_____