

SAME DAY REGISTRATION GUIDE

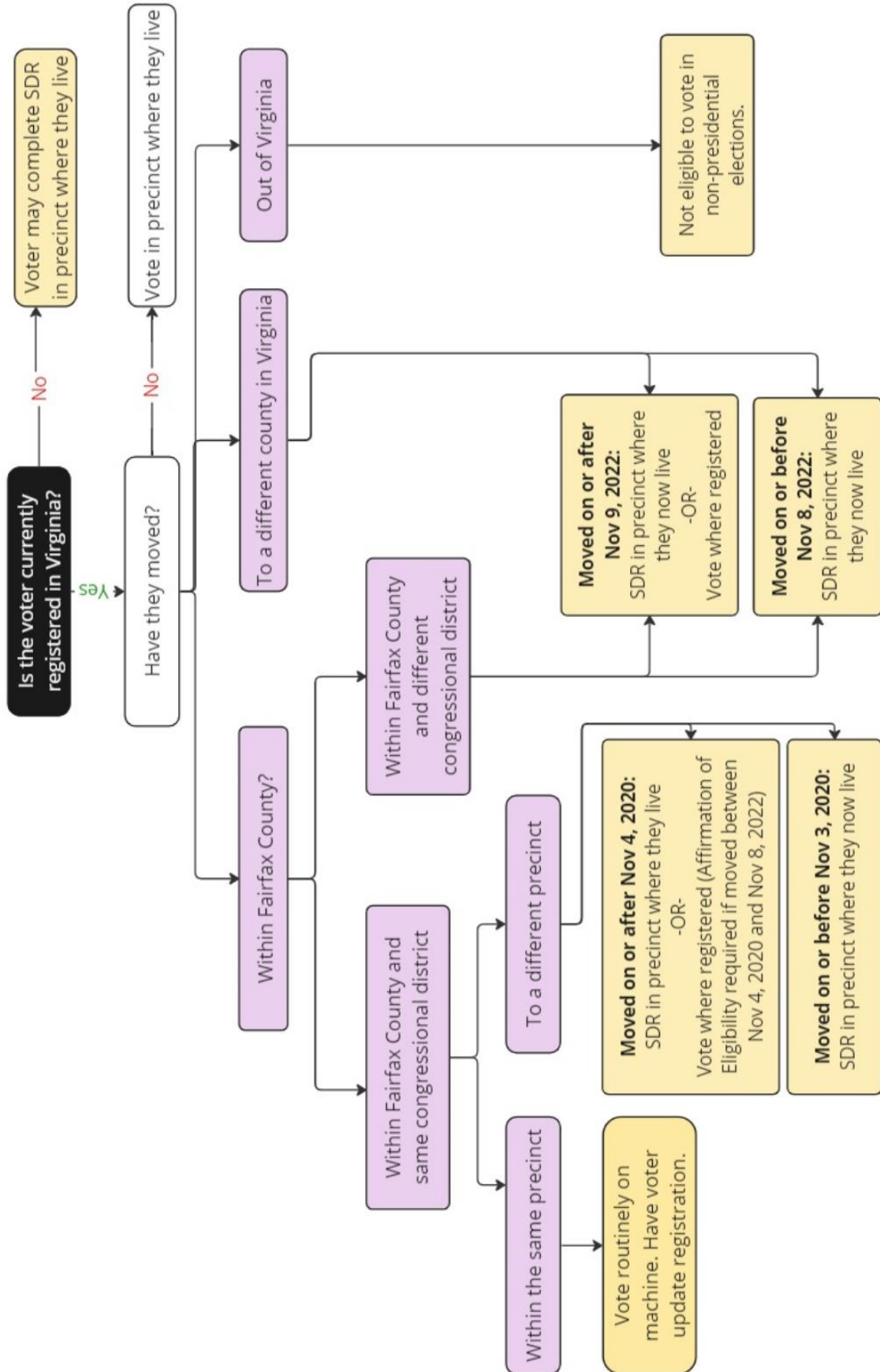
1. **Chief** should use moving conditions chart to determine if a voter is eligible to do SDR.
2. **SDR Specialist** should instruct each SDR voter to complete the provisional ballot envelope, verify it is completed correctly, and add it to the electronic provisional ballot log.

MOVING CONDITIONS CHART

How far did voter move? → ----- When did voter move? ↓	Within precinct	Within county/city AND congressional district (but not the same precinct).	To a different county/city OR congressional district (still within Virginia)	Outside of Virginia
	<i>See What-Ifs problem 5 for more details</i>	<i>See What-Ifs problem 6 for more details</i>	<i>See What-Ifs problem 7 for more details</i>	<i>See What-Ifs problems 8a/8b for more details</i>
On or after Nov. 9, 2022	Voter can vote routinely. <i>(Ask voter to complete regular Voter Registration Application to update registration)</i>	Voter can vote in “old” precinct where registered -OR- Do SDR in “new” precinct where voter now lives	Voter can vote in “old” precinct where registered. -OR- Do SDR in “new” precinct where voter now lives	Not eligible to vote in non-presidential elections.
From Nov. 4, 2020 to Nov. 8, 2022	Voter can vote routinely. <i>(Ask voter to complete regular Voter Registration Application to update registration)</i>	Voter can vote in “old” precinct where registered after signing <i>Affirmation of Eligibility</i> . -OR- Do SDR in “new” precinct where voter now lives	Voter may do SDR in precinct where voter now lives.	Not eligible to vote in non-presidential elections.
On or before Nov. 3, 2020	Voter can vote routinely <i>(Ask voter to complete regular Voter Registration Application to update registration)</i>	Voter may do SDR in precinct where voter now lives.	Voter may do SDR in precinct where voter now lives.	Not eligible to vote in non-presidential elections.

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You may also use this flow chart, which is an alternative way of presenting the same information in the moving conditions chart.

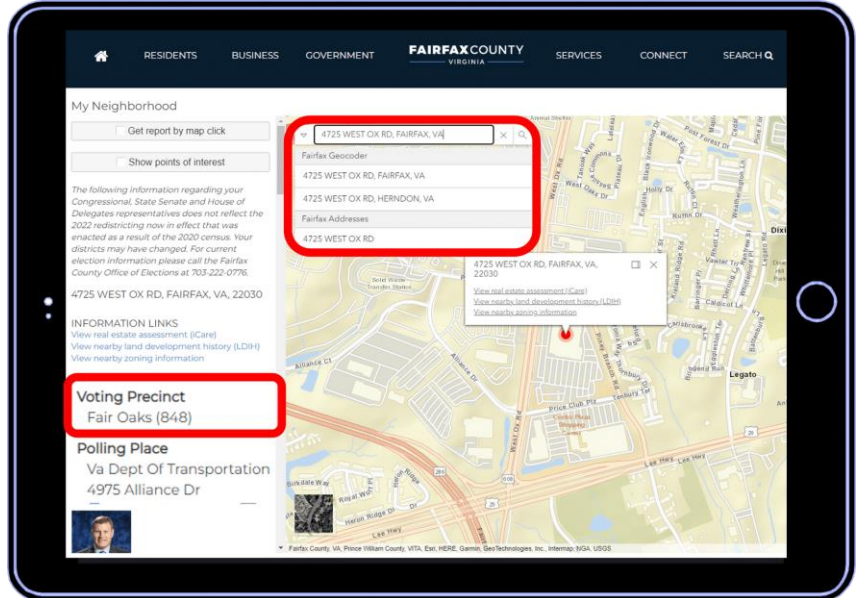


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FOR ASSISTANCE WITH MOVING CONDITIONS

How to check a voter's precinct

1. Tap the pink icon to open the **My Neighborhood** tool on the Admin Tablet.
2. Enter the voter's address in the search bar. Tap the small magnifying glass next to the search bar.
3. The matching voting precinct appears in the left column.



How to check a voter's congressional district

1. Identify voter's precinct using the My Neighborhood tool above.
2. Tap the **Precincts Locator** tool on the Admin Tablet. The column labeled "CONG" identifies the congressional district for each precinct (listed in numerical order).

SUPERVISOR DISTRICT: BRADDOCK				
PRECINCT	CONG	SEN	DEL	POLLING PLACE
104 CHAPEL	11	35	14	Nancy F. Sprague Technology Center 4414 Holthorn Ave., Annandale 22003
105 FAIRVIEW	11	33	15	Fairview Elementary School 5815 Ox Rd., Fairfax Station 22039
106 HERITAGE	8	35	14	Braddock Elementary School 7825 Heritage Dr., Annandale 22003
108 KINGS PARK	11	35	15	Kings Park Elementary School 5400 Harrow Way, Springfield 22151
109 LITTLE RUN	11	35	15	Little Run Elementary School 4511 Olley Ln., Fairfax 22032
110 NORTH SPRINGFIELD	8	35	18	North Springfield Elementary School 7602 Heming Ct., Springfield 22151
113 CANTERBURY	11	35	14	Canterbury Woods Elementary School 4910 Willet Dr., Annandale 22003
114 OLDE CREEK	11	35	15	Olde Creek Elementary School 9524 Old Creek Dr., Fairfax 22032
115 RAVENSWORTH	11	35	14	Ravensworth Elementary School 5411 Nutting Dr., Springfield 22151
116 WAKEFIELD	11	35	14	Wakefield Forest Elementary School 4011 Iva Ln., Fairfax 22032
117 WOODSON #1	11	35	15	Woodson High School 9525 Main St., Fairfax 22031
118 LAKE BRADDOCK	11	35	15	Lake Braddock Secondary School 9200 Burke Lake Rd., Burke 22015

If you have any SDR questions, do not hesitate to call!

- General SDR procedures: **703-324-4735**
- Specific voters/voter registration: **703-324-8765**

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SDR SPECIALIST STEPS

1. Verify voter's ID.

- To proceed, the voter should present an acceptable ID because they will be casting a ballot.
- If the voter does not have an acceptable ID, they may complete an ID Confirmation Statement.



2. Have voter complete provisional ballot envelope.

- Give the provisional ballot envelope to the voter and instruct them to complete the **SDR side**. Tell them to print clearly.
- Review the envelope to confirm it has been completed correctly. All required fields must be completed, required boxes must be checked, and the form must be signed. Ask the voter to make any needed additions or corrections.
- On the envelope, check off Reason Code #1 (SDR) and check off box for ID. Sign the envelope on the election officer line. If you have any additional notes, write them in the Comments field or on a separate piece of paper and attach.



Always verify voter has completed these fields:

- ✓ Citizenship checkbox
- ✓ Full social security number
- ✓ Date of birth
- ✓ Gender
- ✓ Name (including middle name or initial)
- ✓ Felony/disqualified to vote
- ✓ Signature and date

3. Add voter to provisional ballot log.

- Enter the provisional ballot envelope data into electronic provisional ballot log form on Admin Tablet.
- Only if the electronic log is not working, retrieve the printed provisional ballot log from the Emergency Envelope, and copy the envelope data.
- Place a checkmark on the envelope to indicate that it has been entered in the log.

4. Voter votes provisional ballot.

- While seated at your table, voter completes their ballot and seals it in the envelope.
- Fill out a Provisional Voter Notice and give it to the voter.
- Deposit provisional ballot envelope in the large **Envelope #1A SDR**.

