

The State of Texas



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Texas Requirements for Electronic Pollbook Forms

This document outlines the requirements for forms that are completed electronically on the pollbook device. The purpose of this document is to provide guidelines to pollbook vendors who wish to have specific forms completed on the pollbook device so that those vendors are able to create forms that satisfy the requirements of state law for those forms.

Each of the forms that can be completed electronically on the device are included on this requirements list, along with a reference to the applicable functional standards and test cases that involve the relevant form. This document also contains references to the relevant statutory provisions and links to the official SOS-prescribed versions of the paper forms.

Combination Form	
Use Case	This is the basic report of the voters that have checked in to vote in the election.
Functional Standards	Functional Standards #5, 6, 10, 13, 15, 16, 18, 19
Test Case	Test Case #25
Official Form Links	https://www.sos.state.tx.us/elections/forms/pol-sub/5-20f.pdf (Contains English and Spanish Translations)
Relevant Statutes	Texas Election Code 63.001, 63.0011, 63.002, 63.003, 63.004, 63.006, 63.009, 63.0101, 63.011, 64.032, 81.002, 85.031, 87.121, 162.004
Applicable Modes	General, Primary, Primary Runoff
Requirements	
<p>1. The system must generate a report containing the following fields for each voter:</p> <ul style="list-style-type: none"> • Voter Name; • Voter Address; • VUID; • County Precinct Number; • Voter’s Signature; • If the poll worker indicates that the voter is unable to sign, the poll worker’s notation of the reason the voter was unable to sign; • Indication of the following statuses, if applicable: <ul style="list-style-type: none"> ○ Reasonable Impediment Declaration (63.001(i)) ○ Provisional (63.011) ○ Similar Name (63.001(c)) ○ Not on List (63.006) • The voter’s initials for each of the following affidavits, if either or both affidavits were completed: <ul style="list-style-type: none"> ○ Similar Name Affidavit ○ Affidavit for Voter Not on List (63.006) • The name of the voter’s assistant, if the voter used an assistant of their choice; • The address of the voter’s assistant, if the voter used an assistant of their choice. 	

- Date and time that the voter checked in; and
- The location at which the voter checked in.

2. This form must be translated into Spanish and any other languages required in the jurisdiction using the system.

3. The system must be capable of sorting this report in the order that those voters checked in.

4. The system must be capable of providing separate versions of this report for each polling place in the election.

5. The system must be capable of generating this report as a printed report or an electronic file that can be saved and retained.

6. The printed report or electronic file must include the date of the election and a space for the presiding officer of the polling location to sign the document.

Reasonable Impediment Declaration (RID)	
Use Case	Used to allow a voter who presents a “List B” form of ID to complete the check-in process and vote a regular ballot.
Functional Standard	Functional Standard #10
Test Case	Test Cases #7, 26
Official Form Links	English: https://webservices.sos.state.tx.us/forms/reasonable-impediment-declaration.pdf Spanish: https://webservices.sos.state.tx.us/forms/reasonable-impediment-declaration-sp.pdf
Relevant Statutes	Texas Election Code 63.001(i), 63.0101(b)
Applicable Modes	General, Primary, Primary Runoff
Requirements	
<ol style="list-style-type: none"> The voter must be able to select one of the following reasonable impediments: <ul style="list-style-type: none"> Lack of transportation Lack of birth certificate or other documents needed to obtain acceptable form of photo ID Work schedule Lost or stolen identification Disability or illness Family responsibilities Acceptable form of photo ID applied for but not received. When the voter is selecting their reasonable impediment, the following message must appear on the screen: “The reasonableness of your impediment cannot be questioned.” After the voter has selected their reasonable impediment, the system must display the following affidavit language and allow the voter to provide a signature: <p style="margin-left: 40px;">English: A person is subject to prosecution for perjury under Chapter 37, Penal Code, or Section 63.0013 of the Texas Election Code for providing a false statement or false information on this declaration. By signing this declaration, I swear or affirm under penalty of perjury that the information contained in this declaration is true, that I am</p> 	

the same individual personally appearing at the polling place to sign this declaration, and that I face a reasonable impediment to procuring an acceptable form of photo identification listed in Section 63.0101(a) of the Texas Election Code.

Spanish: Una persona está sujeta a enjuiciamiento por perjurio bajo el Capítulo 37, Código Penal, o Sección 63.0013 del Código Electoral de Texas por proporcionar una declaración falsa o información falsa en esta declaración. Al firmar esta declaración, juro o afirmo bajo pena de perjurio que la información contenida en esta declaración es verdadera, que soy el mismo individuo que aparece personalmente en la casilla electoral para firmar esta declaración, y que enfrento un impedimento razonable para procurar una forma aprobada de identificación con fotografía enumerada en la Sección 63.0101(a) del Código Electoral de Texas.

4. After the voter has provided their signature, there should be a field for the election officer to sign.
5. The election officer must be able to indicate which of the following types of List B IDs were provided by the voter:
 - Certified copy of a domestic birth certificate or document confirming birth admissible in a court of law which establishes the voter's identity;
 - Current utility bill;
 - Bank statement;
 - Government check;
 - Government document that shows the voter's name and an address; or
 - Paycheck
6. The system must be able to generate a copy of the voter's completed Reasonable Impediment Declaration. The copy must include the date the Declaration was executed, the date of the election, and the polling location at which the Declaration was completed.
7. This form must be translated into Spanish and any other languages required in the jurisdiction using the system.

Oath of Assistance	
Use Case	Used when the voter is assisted by an assistant of the voter's choice.
Functional Standard	Functional Standard #19
Test Case	Test Case #14, 27
Official Form Links	https://www.sos.state.tx.us/elections/forms/pol-sub/7-58f.pdf (Contains English and Spanish Translations)
Relevant Statutes	Texas Election Code 64.0322, 64.034
Applicable Modes	General, Primary, Primary Runoff
Requirements	
<p>1. After the voter has indicated that they will be using an assistant of their choice, the system must display the following affidavit language and allow the assistant to provide a signature:</p> <p>English: I swear (or affirm) under penalty of perjury that the voter I am assisting represented to me they are eligible to receive assistance; I will not suggest, by word, sign, or gesture, how the voter should vote; I will prepare the voter's ballot as the voter directs; I did not pressure or coerce the voter into choosing me to provide assistance; I am not the voter's employer, an agent of the voter's employer, or an officer or agent of a labor union to which the voter belongs; I will not communicate information about how the voter has voted to another person; and I understand that if assistance is provided to a voter who is not eligible for assistance, the voter's ballot may not be counted.</p> <p>Spanish: Yo juro (o afirmo) bajo pena de perjurio que el votante al que estoy asistiendo me representó que es elegible para recibir asistencia; no sugeriré, con palabra, señal, o gesto, como debe votar el votante; prepararé la boleta del votante según lo indique el votante; no presioné ni coaccioné al votante para que me eligiera como asistente; no soy el empleador del votante, un agente del empleador del votante, o un oficial o agente de un sindicato al cual el votante pertenece; no comunicaré información sobre cómo el votante ha votado a otra persona; y entiendo que si se proporciona asistencia a un votante que no es elegible para recibir asistencia, la boleta del votante podría no ser contada.</p>	

2. The assistant must provide the following information:

- Signature of Assistant;
- Printed Name of Assistant;
- Address of Assistant; and
- Relationship of Assistant to Voter.

3. The system should also ask the assistant to answer yes or no to the following question, and should include the answer on the report generated by the system:

English: Did you receive or accept any form of compensation or other benefit from a candidate, campaign, or other political committee?

Spanish: Recibió o aceptó cualquier forma de compensación u otro beneficio de un candidato, campaña o comité político?

4. After the assistant has provided their signature, there should be a field for the election officer to sign.

5. The system must be able to generate a copy of the completed Oath of Assistance Form. The copy must include the date of the election and the polling location at which the form was completed.

6. This form must be translated into Spanish and any other languages required in the jurisdiction using the system.

Oath of Interpreter	
Use Case	Used when the voter is assisted by an interpreter of the voter's choice.
Functional Standard	Functional Standard #20
Test Case	Test Case #15, 28
Official Form Links	https://www.sos.state.tx.us/elections/forms/pol-sub/7-58f.pdf (Contains English and Spanish Translations)
Relevant Statutes	Texas Election Code 61.033, 61.035
Applicable Modes	General, Primary, Primary Runoff
Requirements	
<p>1. After the voter has indicated that they will be using an interpreter, the system must display the following affidavit language and allow the interpreter to provide a signature:</p> <p style="padding-left: 40px;">English: I swear (or affirm) that, to the best of my ability, I will correctly interpret and translate each question, answer, or statement addressed either to the voter by any election officer or to an election officer by the voter.</p> <p style="padding-left: 40px;">Spanish: Yo juro (o afirmo) que, a mi mejor habilidad, interpretaré y traduciré de una manera correcta cada pregunta, respuesta o declaración que cualquier oficial electoral dirija al votante o que el votante dirija a cualquier oficial electoral.</p> <p>2. After the interpreter has provided their signature, there should be a field for the election officer to sign.</p> <p>3. The system must be able to generate a copy of the completed Oath of Interpreter Form. The copy must include the date of the election and the polling location at which the form was completed.</p> <p>4. This form must be translated into Spanish and any other languages required in the jurisdiction using the system.</p>	

Affidavit of Non-Participation and Affiliation	
Use Case	Used when the voter indicates that their voting history in the general primary election was incorrect, and the voter wishes to vote in the other party's runoff primary election.
Functional Standard	Functional Standard #24
Test Case	Test Cases #19, 29
Official Form Links	https://www.sos.state.tx.us/elections/forms/C30a.pdf (Contains English and Spanish Translations)
Relevant Statutes	Texas Election Code 172.125(b)
Applicable Modes	Primary Runoff
Requirements	
<p>1. After the voter has indicated that the party selection in the system is incorrect and that they wish to complete the affidavit, the system must display the following affidavit language and allow the voter to provide a signature:</p> <p style="padding-left: 40px;">English: I swear that I have not voted in a primary election or participated in a convention of another party during this voting year. I hereby affiliate myself with the _____ Party.</p> <p style="padding-left: 40px;">Spanish: Juro que no he votado en una elección primaria ni he participado en una convención de otro partido durante este año electoral. Por la presente me afilio con el Partido _____.</p> <p>2. The blank in the affidavit language above should correspond to the party whose primary the voter is seeking to vote in. (e.g. if the voter is shown as having voted in Party A's general primary election but wants to vote in Party B's runoff primary, then the affidavit language should include Party B in the blank field.)</p> <p>3. The system must be able to generate a copy of the completed Affidavit of Non-Participation and Affiliation Form. The copy must include:</p> <ul style="list-style-type: none"> • the voter's printed name, • VUID 	

- County Precinct Number;
- the date of the election; and
- the polling location.

4. This form must be translated into Spanish and any other languages required in the jurisdiction using the system.