




POLLING PLACE SIGNAGE CHECKLIST

Place each of the signs¹ listed below in the required area as instructed by the authority conducting the election prior to opening the polls. Pay close attention as you are positioning the signs and ensure that they are placed where they can be viewed at all times and not hidden by doors when propped open or closed. Instruction posters must be printed in English, Spanish, and any other required languages; if separate posters are used, you must post the postings side by side.

() signifies legally required postings)

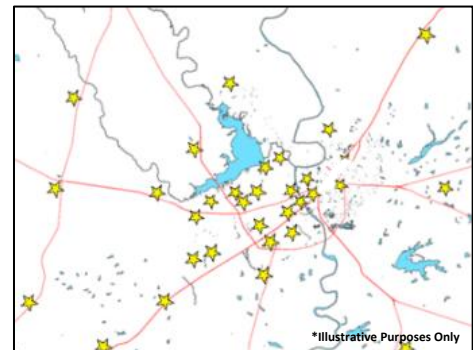
Signage Inside a Polling Place

Notice of Four Nearest Countywide Polling Place Locations (Form 7-51)*, if applicable

Post at each polling place used on **election day**.

Map of Voting Precinct(s) Polling Places, if applicable

The authority conducting the election may require this sign posted in the polling place.



Voter Information Poster (Form 7-36)

Post in each voting station and in one or more locations in the polling place where they can be read by persons waiting to vote.

List of Declared Write-In Candidates (Form 3-5)

Post next to the Voter Information Poster in each voting station and in the polling place where it can be read by persons waiting to vote.

¹ Signs are subject to change and additional signage may be created to post in accordance with Texas election laws or court orders. No person other than an election judge or clerk may post materials in a polling place or within 100-foot radius of the entrance to the polling place. A violation is a Class B misdemeanor.

Signage Inside a Polling Place

Notice of Voting Order Priority (Form 7-38)

Post in prominent locations at every entrance where voters waiting to vote can see it.

Prohibition of Certain Devices Within a Room In Which Voting Is Taking Place (Form 7-39)

Post in a prominent and reasonably visible place outside the room in which voting is taking place and in one or more other locations where it can be read by persons waiting to vote.

Notice of Prohibition of Handguns in the Polling Place, if applicable (Form 7-40)

The authority conducting the election may require this sign posted in the polling place.

Sample Ballot/Bedsheet (Form 3-23)

Post in easily observed locations within the polling place.

Notices of Debt Obligation, if applicable

Post in a prominent location at each polling place.

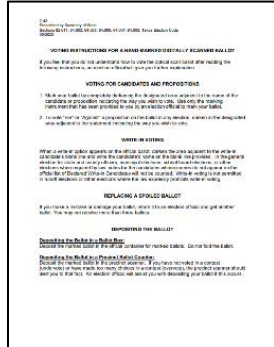
Voter Complaint Poster (Form 7-37)*

Post at one or more locations in the polling place easily visible to voters.

Signage Inside a Polling Place

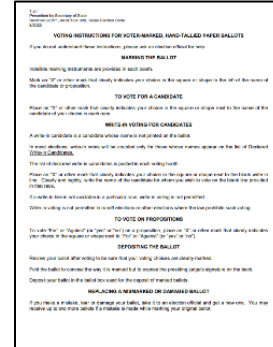
Instructions Casting a Digital Scan Ballot, if applicable (Form 7-42)

Post one per voting station and in one or more other locations where it can be read by persons waiting to vote.



Instructions for Casting Paper Ballots, if applicable (Form 7-41)

Post one per voting station and in one or more other locations where it can be read by persons waiting to vote.



Signage Outside a Polling Place

Precinct(s)/Vote Centers Vote(s) Here

The authority conducting the election may require signage posted outside the polling place.



Disabled Access Postings

The authority conducting the election may require signage posted outside the polling place.



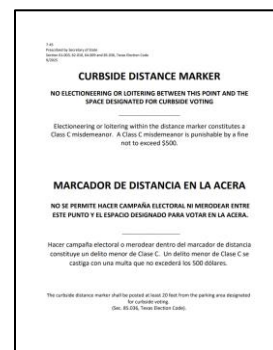
Distance Marker (Form 7-35)

Post 100 feet in each direction from all entrances through which voters may enter the building in which the polling place is located.



Curbside Distance Marker (Form 7-45)

One in each direction from the parking space designated for curbside voting.



Signage Outside a Polling Place

Notice of Voting Order Priority (Form 7-38)

Post in prominent locations at every entrance where voters waiting to vote can see it. Contact the authority conducting the election for exact placement details, including where voters form lines.

Notice of Total Number of Voters Who Have Voted (Form 7-24)

Post only on **election day** at an outside door through which a voter may enter the building in which the polling place is located, at two-hour intervals beginning at 9:30 a.m. and running through 5:30 p.m.

Prohibition of Certain Devices Within a Room In Which Voting Is Taking Place (Form 7-39)

Post one per voting station and in one or more other locations where it can be read by persons waiting to vote.

Notice of Acceptable Identification (Form 7-47 and Form 7-48)

Post on the outside door of the polling place. The notice must be in the form prescribed by the Secretary of State and available in Spanish.

Curbside Voting Sign - Notification by Phone Number (Form 7-43) or Curbside Voting Sign - Notification by Ringing Bell (Form 7-44)

An election officer at the polling place must put the sign at the appropriate place, in the parking lot or drive, to notify voters that there is a designated space for curbside voting and that electioneering is prohibited.

For Primary Elections



- **Party signage** may be displayed above the polling place entrance.²
- If a precinct chair position is uncontested due to only one candidate filing, the election for that office is not held. In this case, the county chair must prepare a **Notice of Precinct Chair Elected** (Form 18-5). This sign must be prominently displayed within the polling place.
- A **Notice of Precinct Convention** (Form 18-14) must be posted on every entrance to the polling place during early voting and on election day.
- A **sign for joint primary elections** so a voter may indicate, without verbalizing, the voter's choice by pointing to which party's ballot the voter chooses. The sign must be posted beside the **Signature Roster** (Form 7-56).

² The presiding judge or alternate presiding judge may post signs at a polling place for a primary election or a primary runoff election that: 1) Identify the names of, or symbols representing, any political parties holding an election at the polling place; and 2) Do not refer to a candidate or measure on the ballot. Visit sos.state.tx.us/elections/laws/advisory2018-06.shtml for Election Advisory No. 2018-06 on Joint Primary Election Signage.