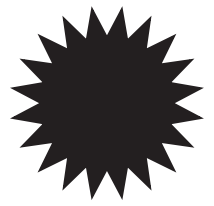# Photo ID Quick Guide

Voting Process

1. Voter states their first and last name.

2. Voter states their residential address.

3. Find the voter's pollbook label and cofirm by reading the information aloud to the voter.

4. Ask the voter to show an acceptable form of Photo ID. Confirm:

- The photo reasonably resembles the voter.

- The name on the Photo ID is substantially equivalent to the name on the voter's record.

- The Photo ID meets the expiration requirements, if applicable.

5. Continue with steps on Registration/Application Table Flow Chart to process the voter.

If you believe the voter's Photo ID does not meet all requirements or the voter does not have Photo ID, send the voter to the Help Table.

Substantially equivalent examples:

- Omission or inclusion of one or more parts of the name: Mary Beth Smith versus Beth Smith or Patrick Todd Jackson, Jr. versus Patrick Todd Jackson

- Use of a variation or nickname: Bill versus William or Sue versus Susanne

- Use of an initial in one or more parts of a given name: A.B. Sanchez versus Aaron B. Sanchez

- Use of a former name including maiden names: Emily Jones versus Emily Gibson

- Use of a variation that includes or omits a hyphenation or hyphen: Chantell D. Jacobson-Smith versus Chantell D. Jacobson or Chantell D. Jacobson Smith

- Use of an accent mark: Josè Muñoz versus Jose Munoz or Andrea D' Antonio versus Andrea Dantonio

- Ordering of names: Maria Eva Garcia Lopez versus Maria E. Lopez-Garcia

- Variation in spelling or typographical errors: Dennis McCarthy versus Denis McCarthy or Aarav Robertson versus Aarav Robertsson

Reasonable resemblance appearance deviations:

- Changes in hair features and styling, including changes in length, color, hairline, or use of a wig or other hairpiece

- Facial hair or lack thereof

- Weight

- Aging

- Characteristics arising from a medical condition, disability, or medical treatment

- Complexion or skin tone

- Cosmetics including piercings or tattoos

- Apparel, including the presence or absence of eyeglasses or contact lenses

- Gender transition

- Photographic lighting conditions or ID printing quality

Common Acceptable Photo IDs

Must be unexpired, or expired for one year or less:

- North Carolina Driver License (NCDL) or North Carolina ID card for nonoperators
- United States Passport/ United States Passport Card
- North Carolina Voter Photo ID card
- Driver License or ID card for nonoperators issued by another state, if voter registered within 90 days
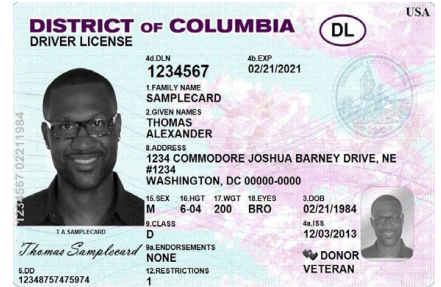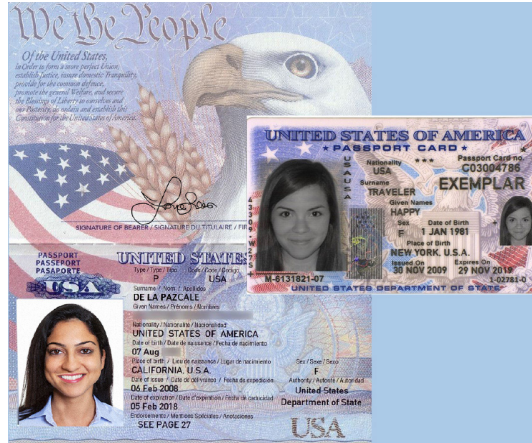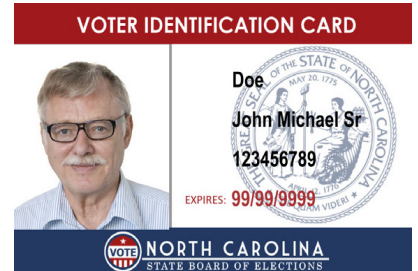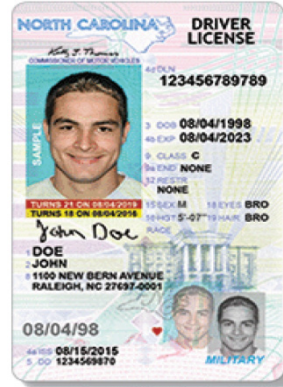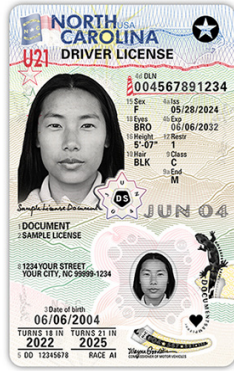
*Only if registered within last 90 days.

Any of the following, regardless of whether the ID contains an expiration or issuance date:

- Military or veteran ID card issued by the U.S. government
- Tribal enrollment card issued by a State or federally recognized tribe
- ID card issued by a U.S. government agency or the State of NC for a public assistance program

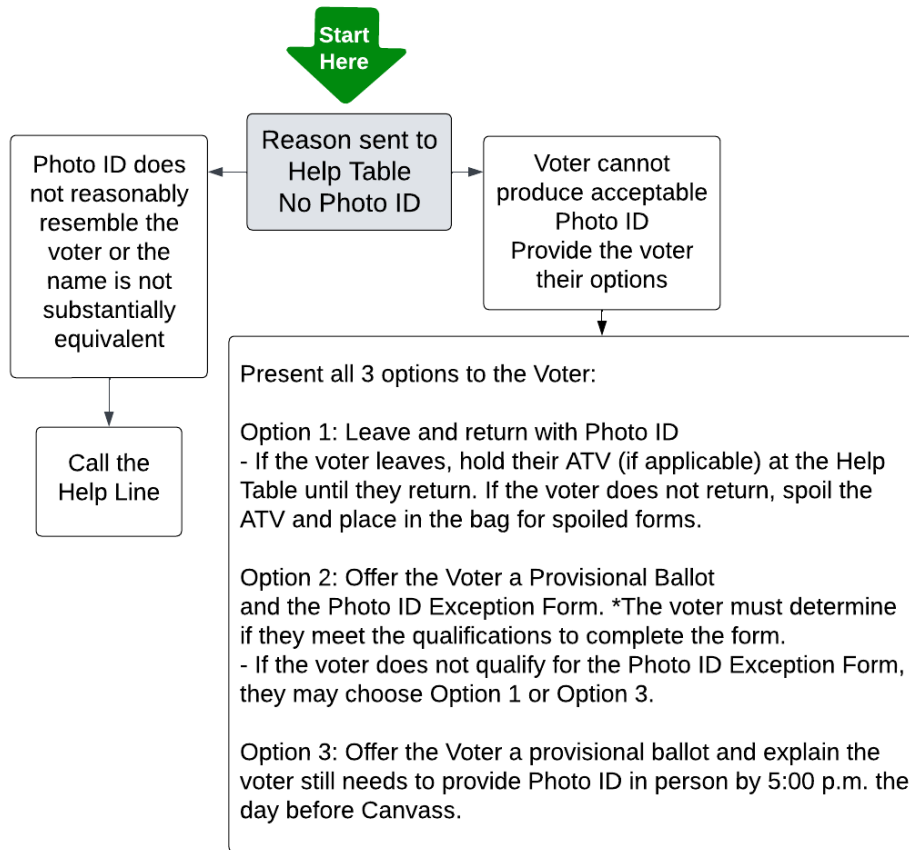**Voters 65 years or older may show any ID above as long as that ID was unexpired on their 65th birthday.**

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	A - L		M - Z
E	Alamance-Burlington School System	S	Mars Hill University
B	Alamance Community College (Includes Early College)	B	McDowell Technical Community College
E	Alexander County Government	S	Meredith College
B	Appalachian State University	S	Methodist University
S	Asheville-Buncombe Technical Community College	S	Mid-Atlantic Christian University
S	Beaufort County Community College	E	Mina Charter School of Lee County
S	Bennett College	B	North Carolina Agricultural & Technical State University
E	Buncombe County Government	B	North Carolina Central University
S	Caldwell Community College & Technical Institute	E	North Carolina General Assembly
E	Caldwell County Government	E	North Carolina School for the Deaf
E	Caldwell County Sheriff's Office	B	North Carolina State University
B	Cape Fear Community College	E	Onslow County Government
E	Carolina Charter Academy	E	Orange County Government
E	Central Carolina Academy	S	Pfeiffer University
E	Chatham Charter School	S	Piedmont Community College
S	Cleveland Community College	B	Pitt Community College
S	College of the Albemarle	E	Pitt County Government
S	Davidson College (CatCard & Student Voter ID)	E	Polk County Government
S	Duke University (Duke Student Voter ID only)	S	Queens University of Charlotte
E	Durham County Government	E	Richmond County Schools
S	Durham Technical Community College	S	Roanoke-Chowan Community College
B	East Carolina University	S	Robeson Community College (Includes Early College Student IDs)
S	Edgecombe Community College	B	Rowan-Cabarrus Community College
S	Elizabeth City State University	B	Sandhills Community College (Includes Sandhoke Student ID)
S	Elon University	S	Shaw University
E	Envision Science Academy	S	St. Andrews University
B	Fayetteville State University	S	Saint Augustine's College
S	Girls Leadership Academy of Wilmington	E	Town of Chapel Hill
E	Graham County Government	E	Town of Hillsborough
E	Greene County Government	B	University of North Carolina Asheville
S	Guilford College	B	University of North Carolina Chapel Hill
B	Halifax Community College	B	University of North Carolina Charlotte (Physical ID Card)
S	Haywood Community College	B	University of North Carolina Greensboro
S	Isothermal Community College (Includes REACH Student Early College ID)	B	University of North Carolina Pembroke
S	Johnson C. Smith University	B	University of North Carolina School of the Arts
E	KIPP Gaston Primary School	B	University of North Carolina Wilmington
E	KIPP Gaston Middle School	S	Wake Forest University (Deacon OneCard & Student Voter ID)
E	KIPP Gaston Pride High School	S	Wake Technical Community College
E	KIPP Halifax College Preparatory	E	Warren County Government
E	KIPP Durham Elementary School	S	Warren Wilson College
E	KIPP Change Academy	E	Washington Montessori Public Charter School
E	KIPP Academy Charlotte	S	Wayne Community College (Early/Mid College Student ID)
E	Lake Norman Charter	B	Western Carolina University
S	Lees-McRae College	B	Wilkes Community College
S	Lenior-Rhyne University	S	Wilson Community College
S	Livingstone College	S	Wingate University
		B	Winston-Salem State University

Must be unexpired, or expired one year or less

At the Help Table Flow Chart

Start Here

Reason sent to Help Table No Photo ID

Photo ID does not reasonably resemble the voter or the name is not substantially equivalent

Call the Help Line

Voter cannot produce acceptable Photo ID Provide the voter their options

Present all 3 options to the Voter:

Option 1: Leave and return with Photo ID
- If the voter leaves, hold their ATV (if applicable) at the Help Table until they return. If the voter does not return, spoil the ATV and place in the bag for spoiled forms.

Option 2: Offer the Voter a Provisional Ballot and the Photo ID Exception Form. *The voter must determine if they meet the qualifications to complete the form.
- If the voter does not qualify for the Photo ID Exception Form, they may choose Option 1 or Option 3.

Option 3: Offer the Voter a provisional ballot and explain the voter still needs to provide Photo ID in person by 5:00 p.m. the day before Canvass.

Frequently Asked Questions

If a voter does not have Photo ID, or what they present is not on the list of acceptable Photo IDs, do we automatically send them to the Help Table?	Give the voter all their options. They may leave and return with acceptable Photo ID, or go to the Help Table to vote provisionally.
Once the voter reaches the Help Table, can they still leave the voting enclosure to retrieve their Photo ID?	Yes. Notify your Chief Judge/Supervisor the voter is leaving to get Photo ID. Hold their ATV in a secure location at the Help Table until the voter returns. If the voter does not return by the close of voting the ATV should be spoiled.
Does the address on the Photo ID need to match the voter's registration?	No
What do I do if someone presents a Tribal Enrollement Card?	The list for acceptable Tribal Enrollment cards is very long. Call the Help Line.
Can a Photo ID be expired?	Some forms of Photo ID can be expired up to one year or longer. Refer to page 2 of this guide for acceptable Photo IDs and their expiration requirements.
Can a voter show a digital copy of their Photo ID?	No, digital copies are not permitted.
What do I do if I have a question that isn't covered in this Quick Guide or other materials?	Call the Help Line.

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