

# Inspectors' Statement

We, the undersigned election inspectors, certify the following is a true and correct statement for an election held in the \_\_\_\_\_ ward(s) of the \_\_\_\_\_ of \_\_\_\_\_, County of \_\_\_\_\_, State of Wisconsin, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

(ward number(s)) (Town, Village of City) (Name of Municipality) (Name of County) (Day) (Month) (Year)

## MUNICIPAL CLERK PROVIDES THE FOLLOWING INFORMATION:

Voting Unit Number \_\_\_\_\_ Memory Device Serial Number \_\_\_\_\_  
Tamper-Evident Seal Serial Number \_\_\_\_\_

## THIS SECTION TO BE COMPLETED BY CHIEF INSPECTOR:

### VOTING EQUIPMENT/BALLOT CONTAINER CHAIN-OF-CUSTODY RECORD

- Tamper-evident seal number verified by chief inspector (CI): Pre-election \_\_\_\_\_ Post-election \_\_\_\_\_  
(CI initials) (CI initials)
- Upon sealing the ballot bag or container to which this Inspectors' Statement pertains, **record the number of the tamper-evident seal used for this purpose here** \_\_\_\_\_.

## THIS SECTION TO BE COMPLETED BY ELECTION INSPECTORS AND VERIFIED BY CHIEF INSPECTOR:

### VOTER STATISTICS

**Total number of voters (last voter number on poll list)** \_\_\_\_\_ **Total number of EDRs** \_\_\_\_\_  
(Absentee voters and in-person voters. Do **not** include provisional voters.) (Election Day Registrations)

**Number of absentee voters** \_\_\_\_\_ **Number of provisional ballots** \_\_\_\_\_

**Total Number of ballots cast** \_\_\_\_\_ **Number of ballots in excess of total number of voters** \_\_\_\_\_

### **Number of:**

**Hand-count Paper ballots** \_\_\_\_\_, **Optical Scan ballots** \_\_\_\_\_, **DRE (touch screen)** \_\_\_\_\_

Signatures of Election Inspectors

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Time Worked

to \_\_\_\_\_  
to \_\_\_\_\_  
to \_\_\_\_\_

## CERTIFICATION OF CHIEF INSPECTOR

I certify that: I have completed the required training administered by the Wisconsin Elections Commission, and have been duly certified as a Chief Inspector. I served as the Chief Inspector for the election described above for the time period indicated below.

\_\_\_\_\_  
(Signature of Chief Inspector)  ENTIRE DAY  FROM \_\_\_\_\_ a.m. TO: \_\_\_\_\_ a.m.  
p.m. p.m.

\_\_\_\_\_  
(Signature of Chief Inspector)  FROM \_\_\_\_\_ a.m. TO \_\_\_\_\_ a.m.  
p.m. p.m.

- ✓The completed form is retained in the office of the Municipal Clerk.
- ✓A copy of the completed form is returned to each Clerk with the other election forms.
- ✓Municipal clerk provides other copies as needed. Wis. Stat. § 7.51.

Check box if no incidents were recorded for this election.

# Incident Log

(Please refer to the Election Day Manual for detailed procedures!)

Incident Number	Incident Code (See glossary)	Description of Incident	Time Incident Occurred	Election Officials Initials
			a.m. p.m.	
			a.m. p.m.	
			a.m. p.m.	
			a.m. p.m.	
			a.m. p.m.	
			a.m. p.m.	
			a.m. p.m.	
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			a.m. p.m.	
			a.m. p.m.	
			a.m. p.m.	
			a.m. p.m.	

Quick Reference <span style="float: right;">(Please refer to the Election Day Manual for detailed procedures!)</span>		
Code	Description of Incident	Procedure for Completing Inspectors' Statement
RO RS RWS RD RB RV RWA	<b>Rejected Absentee Ballots—Absentee ballots are rejected if:</b> The certificate envelope is open or appears to have been opened and resealed. The elector did not sign the certificate envelope. There is no signature and/or address of a witness. The inspectors have reliable proof that the elector has died before election day. Elector has voted more than one ballot of the same type. Elector has already voted in this election. There is no address of a witness.	<ol style="list-style-type: none"> <li>1) List voter's name and reason ballot was rejected.</li> <li>2) Indicate the reason for rejection on the certificate envelope</li> <li>3) Mark the certificate envelope "<i>Rejected # (serial number).</i>"</li> <li>4) Place the envelope containing the ballot in the Rejected Absentee Ballot envelope.</li> <li>5) The elector's name is not entered on the poll list.</li> <li>6) Do not count the ballot.</li> </ol>
R	<b>Optical Scan ballots which are remade by election officials—Ballots are remade in order to be accepted by the tabulating equipment.</b>	<ol style="list-style-type: none"> <li>1) Describe why the ballot had to be remade <ul style="list-style-type: none"> <li>- Overvoted (OV)-ballot with at least one instance of voting for more than max number of selections allowed.</li> <li>- Damaged (DM)-voter used red pen or circled names instead of completing arrow/oval, ballot mutilated</li> <li>- Other (OT)-faxed or emailed ballots or MyVote ballots</li> </ul> </li> <li>2) These ballots are labeled "<i>Original Ballot # (serial number)</i>" and "<i>Duplicate Ballot # (same serial number).</i>"</li> <li>3) The "duplicate" ballots are inserted into the counter.</li> <li>4) The "original" ballots are bundled together, and placed in the <b>Original Ballots Envelope</b>.</li> <li>5) The <b>Original Ballots Envelope</b> is placed in the ballot container.</li> </ol>
C-A C-C C-R C-F C-I C-V C-D C-ID C-F PV-	<b>Challenged Ballots and Provisional Ballots</b> Ballots may be challenged because: The person is not at least 18 years of age. The person is not a citizen of the United States. The person has not resided in the election district for at least 28 consecutive days. The person has a felony conviction and has not been restored to civil rights. The person has been adjudicated incompetent. The person has voted previously in the same election. The person claims to have a physical disability that prevents them from signing the poll book but both inspectors did not agree. Inspector believes picture on photo on ID does not reasonably resemble the voter, or the name does not conform to the name on the list. Clerk believes voter who asked for replacement ballot is not the person who originally requested the ballot. Provisional ballot issued:	<ol style="list-style-type: none"> <li>1) Complete the "<i>Challenge Documentation</i>" (Form EL-104C). (There should be one (EL-104C) for each challenged elector.)</li> <li>2) Mark ballot "<i>Challenged – Voter #___.</i>" (Use voter number from poll list.)</li> <li>3) Mark "<i>challenged</i>" next to voter's name on the poll list.</li> <li>4) Challenged ballots are inserted into the counter.</li> <li>5) Bundle together, label "<i>Challenged Ballots,</i>" and place in ballot container.</li> </ol> <p>Refer to the Provisional Ballots section of the Election Day Manual for instructions on issuing provisional ballots. Reasons for issuing provisional ballot:</p> <ol style="list-style-type: none"> <li>1) Election Day registrant with a WI DL can't/won't provide #.</li> <li>2) Voter required to provide ID and can't/won't.</li> </ol>
VI	<b>Ballots where voter intent could not be determined and, therefore, votes could not be counted</b>	<ol style="list-style-type: none"> <li>1) Describe the issue that caused the inspectors to decide that voter intent could not be determined.</li> <li>2) Mark ballot "<i>Defective-Intent,</i>" &amp; assign a serial number</li> <li>3) Bundle together, mark "<i>Defective-Voter Intent Could not be Determined,</i>" and place in ballot container.</li> </ol>
O	<b>"Objected To" Ballots</b> Objected Ballots are ballots that a <u>minority</u> of inspectors felt should not be counted.	<ol style="list-style-type: none"> <li>1) Count the vote the way the majority of the inspectors determined it should be counted.</li> <li>2) Assign a serial number to ballot and indicate reason for objection.</li> <li>3) Bundle together, label "<i>Objected to Ballots,</i>" and place in ballot container.</li> </ol>
LS	<b>License Surrender</b> - Voter presents a citation or notice of intent to revoke/suspend a DL as POI.	Mark ballot "s.6.965 – Voter # ___," and write "s.6.965" on the poll list next to the voter's name.
X	<b>Other Occurrences or Irregularities</b>	Describe any other occurrences or irregularities which may or may not affect the validity of the election.