

Quick Election Day Checklist

- Directional signs for accessible parking, routes, and doors are delivered to polling place.
- Poll workers have a map showing where to put appropriate directional signs.
- Protruding objects have been identified. Cones or other objects that need to be placed under or on either side of protruding objects are available to staff.
- Supplies such as poster paper, thick markers, rulers, and tape are available for making impromptu signs.
- Grips are available to make pens easier to grasp. Signature guides should also be available. They are especially helpful for voters who are blind or have very low vision.
- Printed voting instructions are available in large type. Include a magnifying glass for possible use by voters with low vision. (A magnifying glass is not a substitute for large print formats.)
- Check the overall layout of the voting area. Make sure there are tables or counters where wheelchair users can vote.
- Confirm that poll workers are available who know how to use ballot marking devices and can explain their use to other poll workers and voters.
- Check for general room features that may pose barriers, such as trash cans in the clear floor space or thick mats in front of doorways that can be difficult for wheelchair users to roll over. These types of barriers can be quickly moved and then returned to their normal location after election day.
- Duct tape. Duct tape can be used to anchor electrical cords, secure signs, keep rugs from slipping, and cover frayed edges that may pose a tripping hazard. Duct tape may also be used to cover the plunger on exterior doors to ensure that they do not lock during voting hours.
- Rubber doorstops for propping doors open, as needed.
- Orange cones are available in case an area needs to be closed off from voters or voters need to be rerouted.