



Election Integrity Project *California* **Citizen Incident Statement Instructions**

What is an Incident?

Actions and/or comments by Election Officials that resulted in you or others to have difficulty casting a vote or not being able to cast a vote at all.

Examples of Incidents: Report if...

- you or someone you know were not on the check-in roster at your polling place
- you or someone you know was sent away from the polling location without voting
- you or someone you know was forced to vote with a provisional ballot
- actions by election officials that were inappropriate in the polls or at the office
- you or someone you know had the voter registration changed without the knowledge or permission of the voter

These are just examples.

Your experience or observation may not match but are very important. Sharing your experience will help us determine the wide range of issues that are of concern to a fair and honest electoral process. It may also provide the evidence needed to prove wrongdoing.

How Do I Complete the Reports?

- 1) Fully complete the **Incident Report form**.
- 2) Print legibly or type on a separate piece of paper and paper clip it to the form.
- 3) Report facts **ONLY** - not your opinions, your judgment, or your emotions!
- 4) Quotes – be sure to use quotation marks when quoting what someone said.
- 5) Complete the Declaration at the bottom of the Report.
- 6) **Include an attachment when appropriate.** (pictures, copy of both sides of ballot envelopes with someone else's name, your own misprinted ballot, duplicates of VBM ballots, etc.)
- 7) Sign Your Name in blue ink on the signature line at the bottom of the page.

1. Mail the Incident Reports to:

Election Integrity Project® *California* - Arizona Office
1042 Willow Creek Rd. #A101-479, Prescott, Arizona 86301

2. Make a copy of each Incident Report and Witness Statements for your records.