

## IMPLEMENTATION OF SUBSTITUTE SENATE BILL 293 CHECKLIST

### **Election Day Ballot Return Deadline (Non-UOCAVA Ballots):**

- ☐ Absentee ballots delivered after the close of polls must not be counted.
- ☐ Absentee ballots delivered after the close of polls must be kept in the identification envelopes in which they were delivered.
- ☐ Destroy absentee ballots at the proper time prescribed in R.C. 3505.21.

Note: Previously issued absentee ballot request forms must not be rejected solely because they are outdated as a result of SB 293.

### **Promptly Empty Drop Box at Close of Polls:**

- ☐ Bi-partisan team of board employees must empty drop at the close of the polls.
- ☐ Board employee must stand behind the last voter in line at 7:30 p.m, so that no one else can join the line.

### **Rejection of Absentee Ballot Request Due to Provisional Voting Status:**

- ☐ Reject an absentee ballot request if the voter is marked or “flagged” as having a provisional voting status.
- ☐ Send [Form 11-R Absentee Ballot Request Rejection for Provisional Voter](#) to the voter.

### **Provisional Voting for Registrants with Data Mismatches:**

- ☐ Place the voter in CONFIRMATION status if they are not already.
- ☐ Send the voter [Form 10-C Voter Information Confirmation Notice](#), which must include the required information that the board must verify and the manner in which the voter may provide the required information before the voter next appears to vote or when casting a provisional ballot.
- ☐ Mark or “flag” the voter’s voter registration record, the official registration list, and the poll list or signature pollbook to indicate that the voter must vote by provisional ballot.

**Pre-Election Verification:**

A voter is not required to cast a provisional ballot if, before the voter appears to vote, the voter:

- ☐ Returns a completed [Form 10-S-1 Confirmation Notice](#), if the board must verify the voter's residence.
- ☐ Returns a completed Form [10-C Voter Information Confirmation Notice](#), and the board verifies the voter's signature with the signature on file.
- ☐ Provides documentation to rectify any identified mismatch between the voter's registration record and the SWVRD, BMV, or SSA database records and updates their voter registration form. The board must note in the voter's file that the documentation provided matched the updated voter registration form.

**Confined or Disabled Voter Provisional Ballot Request:**

- ☐ Voter requests a provisional ballot.
- ☐ Board mails [Form 12-B Provisional Ballot Affirmation](#) or delivers [Form 12-B](#) in person.

**UOCAVA Provisional Ballot Request:**

- ☐ Voter requests a provisional ballot.
- ☐ Board mails, emails, or faxes a provisional ballot along with the other required items.

**Election Day Verification:**

- ☐ Voter completes [Form 12-B](#) and provides the necessary information to verify the voter record.
- ☐ Voter provides the necessary information or documentation within four days after the election.

**Post-Election Verification:**

- ☐ Provisional ballot meets the requirements of R.C. 3505.183(B)(3)(a)-(g).
- ☐ Voter provided the necessary information on [Form 12-B](#) to verify their voter information pursuant to R.C. 3505.201(D)(2).
  - Correct and update the voter's registration information.

**Cancellation Notice for Provisional Voters:**

- ☐ Send [Form 255-I](#) Failure to Count Provisional Ballot and mark the reason.

### **Mandatory Challenge of Right to Vote:**

- ☐ Voter provides an Ohio driver license, state identification card, or interim ID form, and the photo ID indicates that the voter is a noncitizen.
- ☐ Precinct election official must challenge the voter's right to vote under R.C. 3505.18.
- ☐ Voter completes [Form 10-U Affidavit-Oath-Examination of Person Challenged](#).
- ☐ If the voter provides proof of citizenship on Election Day, they may vote a regular ballot.
- ☐ Voter must provide proof of citizenship on Election Day or within four days after the elections.

### **Proof of Citizenship Documentation:**

- ☐ Current Ohio driver license or Ohio state ID number, if the Secretary of State has verified that citizenship documents were provided to the Bureau of Motor Vehicles.
- ☐ Current Ohio driver license or state ID issued on or after April 7, 2023, or a copy of the front and back of the ID, as long as it does not say the person is a non-U.S. citizen.
- ☐ A U.S. birth certificate, certification of birth or consular report of birth abroad (or a copy of one of those documents).
- ☐ A valid U.S. passport or passport card, or a copy of the passport's ID page, or both sides of the passport card.
- ☐ Certificate of Naturalization or Certificate of Citizenship or a copy of one of those documents.
- ☐ An approved immigration notice (Form I-797) showing approval of a request to replace a naturalization or citizenship document, or an equivalent document issued by the federal government.
- ☐ If a voter's current legal name is different from the name on their proof of citizenship document, the voter must also provide proof of the change of name, such as a marriage certificate or court order.

### **Cancellation Occurrences:**

- ☐ Voter is subject to cancellation pursuant to R.C. 3503.21.
- ☐ Board sends updated cancellation notice.

### **Board of Election's Website and Publication Review:**

- ☐ Review websites, publications, and official envelopes to ensure compliance with this directive and SB 293.
- ☐ Deploy updates by February 12, 2026.

### **Updated Forms Prescribed by the Secretary of State**

- ☐ [10-BB Ohio Voter Registration Cancellation Notice – Noncitizen](#)
- ☐ [10-C Voter Information Confirmation Notice](#)
- ☐ [10-D Voter Information Confirmation Notice](#)
- ☐ [10-U Affidavit-Oath-Examination of Person Challenged](#)
- ☐ [11 Absentee Ballot Envelope](#)
- ☐ [11-A Absentee Ballot Application](#)
- ☐ [11-G Absentee Ballot Application for Voters with Disabilities and Request to Use Remote Ballot Marking](#)
- ☐ [11-I Application for Absent Voter's Ballot by Disabled or Confined Voter](#)
- ☐ [11-R Absentee Ballot Request Rejection for Provisional Voter](#)
- ☐ [12 Absentee Ballot Instructions](#)
- ☐ [12-B Provisional Ballot Affirmation](#)
- ☐ [12-F Absentee Ballot Return Envelope](#)
- ☐ [12-H Provisional Ballot Notice](#)
- ☐ [12-N Instructions to Absentee Voter Using a Remote Ballot Marking System](#)
- ☐ [255-B Voter Registration Cancellation Notice – Cancellation Authorization](#)
- ☐ [255-C Cancellation Notice – Deceased Voter](#)
- ☐ [255-D Notification of Death](#)
- ☐ [255-E Cancellation Notice – Felony Conviction](#)
- ☐ [255-F Adjudication of Incompetency](#)
- ☐ [255-G Cancellation Notice – Fictitious Voter Registration](#)
- ☐ [255-H Voter Registration Cancellation Notice – Successful Voter Registration Challenge](#)
- ☐ [255-I Voter Registration Cancellation Notice – Failure to Count Provisional Ballot](#)
- ☐ [255-J Voter Registration Cancellation Notice – Safe at Home](#)
- ☐ [255-K Voter Registration Cancellation Notice – Confirmation Notice Failure](#)
- ☐ [255-L Cancellation Notice – Out-of-County](#)