

What would they like to do on the Pollbook?

Check
someone in
Provisionally

Find the
Summary
Report

Find
Reference
Materials

Fix a check-
in mistake

What kind of provisional are they issuing?

SDR, and the voter is not in the pollbook at all

SDR, and the voter currently shows as “Wrong Precinct”

Reason 5 – Voter already shows as Voted in Pollbook

All other provisional types

SDR

When the voter is not in the pollbook at
all

OR Provisional Reason 5



Arlington County
144

Precinct Records: 33
Checkins: 0

Countywide Records: 525
Config. Profile: 3.4.8 General Election Day



Virginia Driver's License



Virginia Identification Card



**PLACE THE PHOTO ID
ONTO THE ID HOLDER**
WITH THE BARCODE FACING THE CAMERA



Virginia Student Photo ID



Employer-Issued Photo ID



U.S. Government-Issued Photo ID



VA Government-Issued Photo ID

SCAN BARCODE

MANUAL ENTRY



Arlington County
144

Precinct Records: 33
Checkins: 0

START OVER

MAT

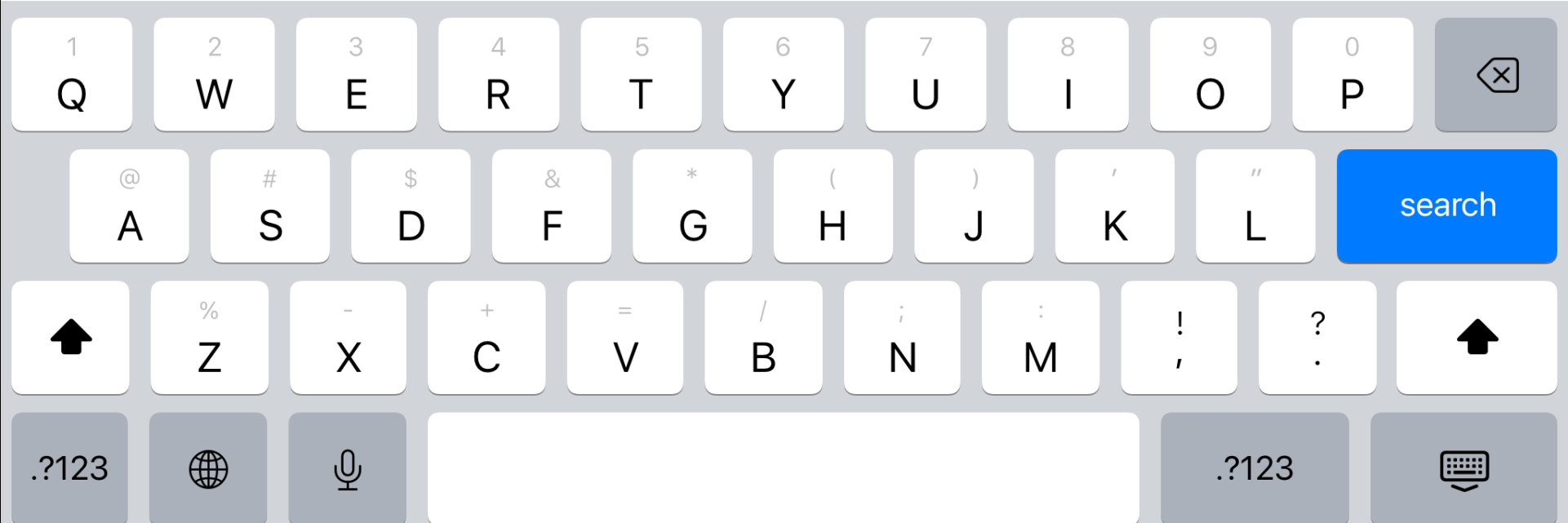
LIN

Search

House Number

Street Name

ADVANCED
OPTIONS





Arlington County
144

Precinct Records: 33
Checkins: 0

REGISTER

START OVER

MAT

LIN

Search

House Number

Street Name

**ADVANCED
OPTIONS**



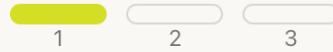
Next

Ask the Voter

Did you confirm the voter lives within this precinct?

Ask the Voter

Did the voter provide ID?



Next

Ask the Voter

Did you confirm the voter lives within this precinct?

Yes

No

Ask the Voter

Did the voter provide ID?

Yes

No

< Previous Step

Election Day Registration



Scan



Next

Enter Voter Information

LINDON

First Name *

MATTHEWS

Last Name *

Middle Name

Suffix

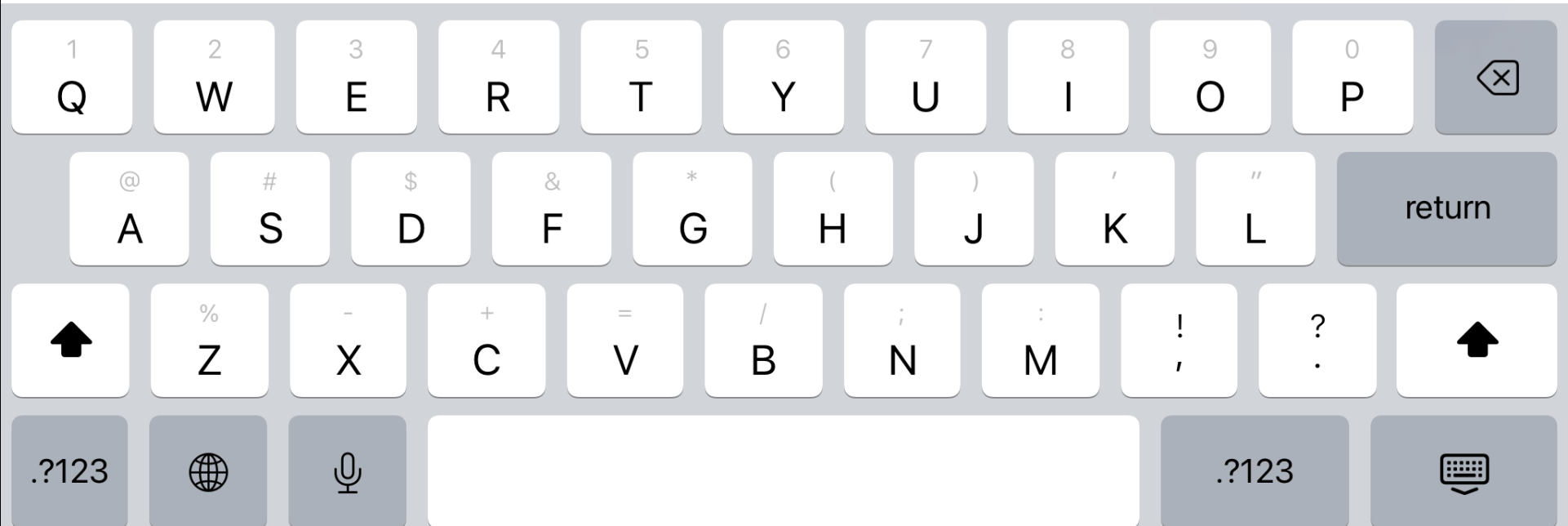
4/4

198Q

Year of Birth *

Email

Phone Number



[← Previous Step](#)

Voter Address



Address Type 



Next

Street Address *

CLEAR FORM

* Indicates a required field

[Previous Step](#)

Voter Address



Address Type ▾



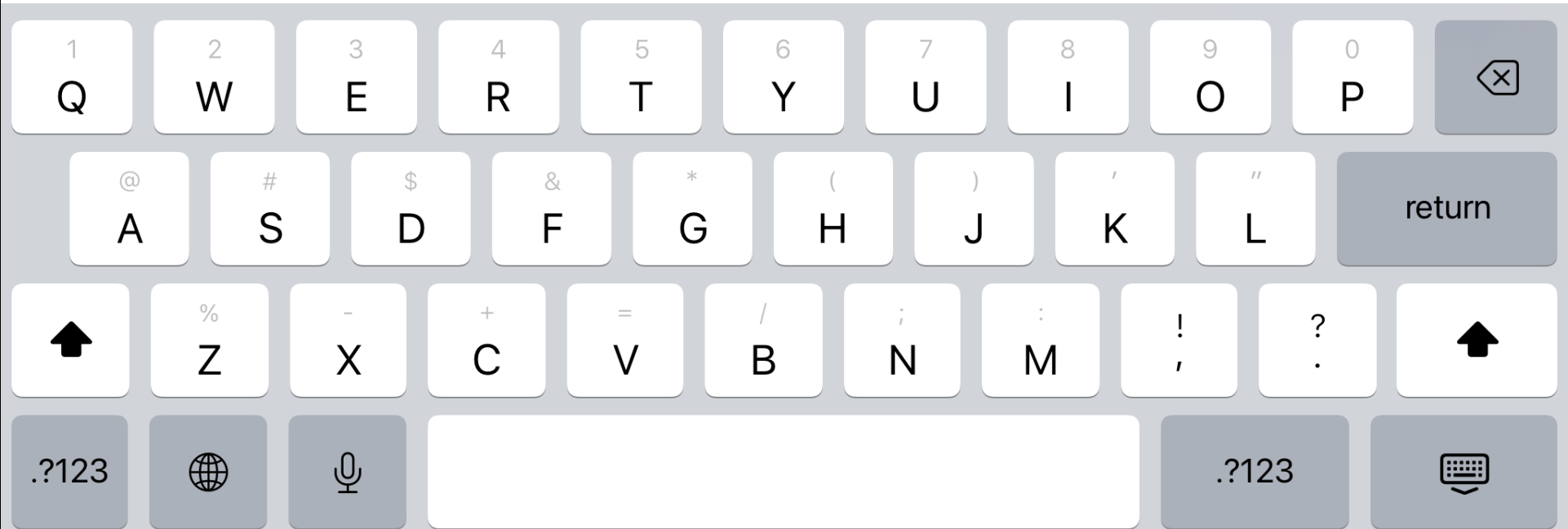
Next

123 MAIN ST APT 4

17/100

Street Address *

CLEAR FORM



< Previous Step

Jurisdiction Details



Submit

144 - PRECINCT 144

140 - PRECINCT 140

141 - PRECINCT 141

142 - PRECINCT 142

143 - PRECINCT 143

144 - PRECINCT 144

145 - PRECINCT 145

146 - PRECINCT 146

147 - PRECINCT 147

148 - PRECINCT 148

< Previous Step

Jurisdiction Details



Submit

144 - PRECINCT 144

Precinct *

* Indicates a required field



Added

LINDON MATTHEWS

Accept



Arlington County
144

VOTER CONFIRMATION

GO BACK

ACCEPT

PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL

Verify voter information and tap accept to continue



LINDON MATTHEWS

123 MAIN ST APT 4

Status: Precinct:
Provisional 144 - PRECINCT 144 0130144



Arlington County
144

POLL WORKER CONFIRMATION

START OVER

SUBMIT

PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL

CONFIRM THE VOTER'S INFORMATION

LINDON MATTHEWS

123 MAIN ST APT 4

Precinct: 144 - PRECINCT 144 0130144

Status: Provisional

Curbside

Provisional

Registration



LINDON MATTHEWS

Processed Successfully

BALLOT STYLE: --

Touch anywhere on the screen to continue.



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 1

REGISTER

START OVER

MAT

LIN

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1



MATTHEWS, LINDON

123 MAIN ST APT 4
VOTER ID: Unavailable



Provisional

144
Precinct: 144 - PRECINCT
144 0130144

CHK: 10/17/2025, 14:05:27

SDR

When the voter is currently
registered in a different



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 1

REGISTER

START OVER

MAR

PET

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1



MARTIN, PETER ROSEWELL
1984
6216 22ND RD N, ARLINGTON, VA 222052007
VOTER ID: 000158363

Active

117
Precinct: 117 - PRECINCT 117 0130117

Wrong Location



Arlington County
144

GO BACK

Wrong Location

MARTIN, PETER ROSEWELL

DOB: 1984

6216 22ND RD N, ARLINGTON,
VA 222052007

Precinct 117 - PRECINCT 117 0130117

ADDRESS OF
POLLING PLACE

SDR AT NEW ADDRESS

This voter is in the wrong location. Direct them to their correct location.

If the voter has moved into your precinct, the Registration Clerk can complete an SDR Provisional.



Arlington County
144

Precinct Records: 37
Checkins: 0

REGISTER

START OVER

MILLER



First Name

Search

ADVANCED
OPTIONS

SEARCH RESULTS: 4



MILLER, LATOYA JANE

1980



2131 N TAFT ST, ARLINGTON, VA 22209 -
VOTER ID: 435789465

Inactive

144

Precinct: 144 - PRECINCT
144 0130144

LATOYA V. MILLER



SAME DAY REGISTRATION

Mark Voter Absentee



REPRINT VOTER RECEIPTS



MILLER, BENJAMIN KENNETH

1999



3900 FAIRFAX DR UNIT 2012, ARLINGTON, VA 2220316...
VOTER ID: 207280646

Active

140

Precinct: 140 - PRECINCT
140 0130140

Wrong Location



MILLER, KEVIN V

1971



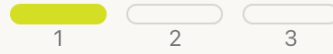
320 23RD ST S APT 701, ARLINGTON, VA 222023756
VOTER ID: 206938089

Active

150

Precinct: 150 - PRECINCT
150 0130150

Wrong Location



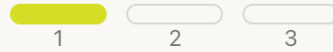
Next

Ask the Voter

Did you confirm the voter lives within this precinct?

Ask the Voter

Did the voter provide ID?



Next

Ask the Voter

Did you confirm the voter lives within this precinct?

Yes

No

Ask the Voter

Did the voter provide ID?

Yes

No

< Previous Step

Election Day Registration



Scan



Next

Enter Voter Information

PETER

ROSEWELL

MARTIN

First Name *

Middle Name

Last Name *

Suffix

* Indicates a required field

< Previous Step

Voter Address



Address Type ▾



Next

6216

22nd

RD

House #

Suffix

Street Name

Street Type



Arlington

VA

222052007

Unit Type

Unit Number

City

State

Zip

CLEAR FORM

* Indicates a required field

< Previous Step

Voter Address



Address Type ▾



Next

House #

Suffix

Street Name

Street Type



Unit Type

Unit Number

City

State

Zip

CLEAR FORM

< Previous Step

Voter Address



Address Type ▾



Next

123

MAIN ST

House #

Suffix

Street Name

Street Type



Unit Type

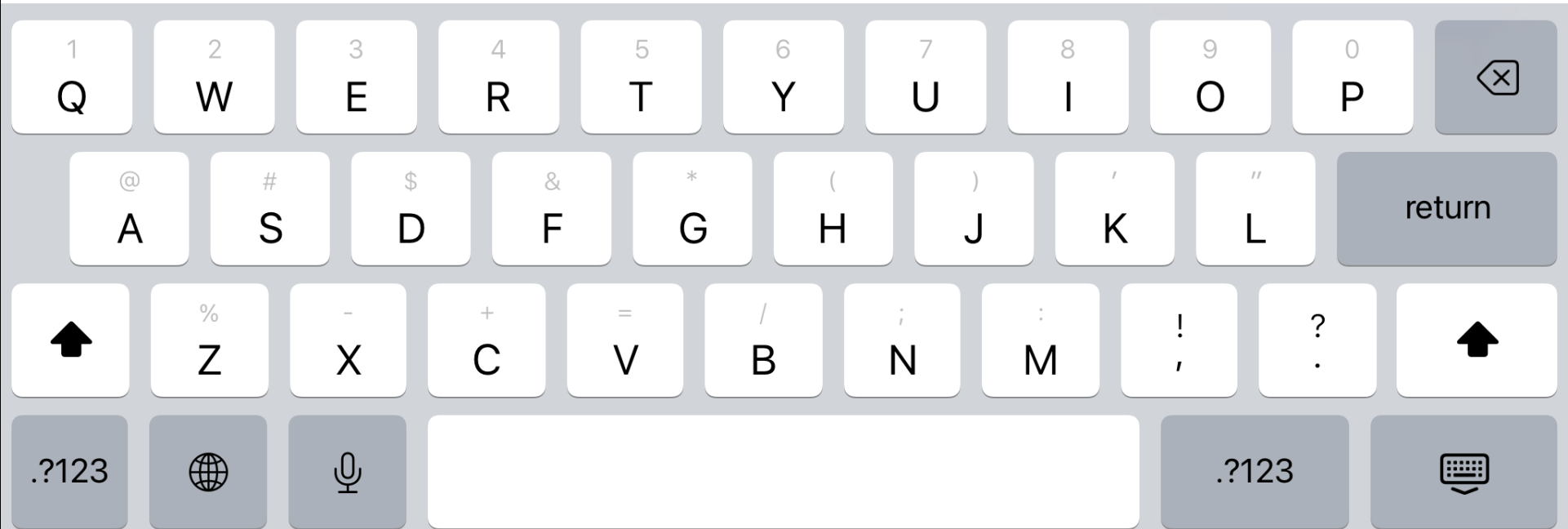
Unit Number

City

State

Zip

CLEAR FORM



[← Previous Step](#)

Jurisdiction Details



Submit

144 - PRECINCT 144

Precinct *

* Indicates a required field

< Previous Step

Jurisdiction Details



Submit

144 - PRECINCT 144

Precinct

* Indicates a required field



Updated

PETER ROSEWELL MARTIN

Accept



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 2

START OVER

Last Name

First Name

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1



MARTIN, PETER ROSEWELL
123 MAIN ST
VOTER ID: 000158363

Active

144
Precinct: 144 - PRECINCT
144 0130144



Arlington County
144

VOTER CONFIRMATION

GO BACK

ACCEPT

Verify voter information and tap accept to continue



PETER ROSEWELL
MARTIN

123 MAIN ST

NOT ISSUED

Voter ID:	Status:	Precinct:	CD/SHD/SSD:
000158363	Provisional	144 - PRECINCT 144 0130144	08/001/040



Arlington County
144

POLL WORKER CONFIRMATION

START OVER

SUBMIT

CONFIRM THE VOTER'S INFORMATION

PETER ROSEWELL MARTIN

123 MAIN ST

Precinct: 144 - PRECINCT 144 0130144

Status: Provisional

Voter ID: 000158363

CD: 08

SHD: 001

SSD: 040

Curbside

Provisional

Registration



Arlington County
144

PROVISIONAL

CANCEL

APPLY

PETER ROSEWELL MARTIN

Choose Reason

Choose Reason

Phone Number

Phone Number

Details

0/255



Arlington County
144

PROVISIONAL

CANCEL

APPLY

PETER ROSEWELL MARTIN

Choose Reason

Choose Reason 

- #1: Same Day Registration

- #3: Voting After Hours

- #4: Vote by Mail

- #5: Shown as already voted

- #6: Other

- #7: No ID

Phone Number

Phone Number

0/255



Arlington County
144

PROVISIONAL

CANCEL

APPLY

PETER ROSEWELL MARTIN

Choose Reason

#1: Same Day Registration ▼

#1: Same Day Registration

#3: Voting After Hours

#4: Vote by Mail

#5: Shown as already voted

#6: Other

#7: No ID

Phone Number

Phone Number

0/255



Arlington County
144

POLL WORKER CONFIRMATION

START OVER

SUBMIT

PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL

CONFIRM THE VOTER'S INFORMATION

PETER ROSEWELL MARTIN

123 MAIN ST

Precinct: 144 - PRECINCT 144 0130144

Voter ID: 000158363

CD: 08

Status: Provisional

SHD: 001

SSD: 040

Curbside

Provisional

Registration



PETER ROSEWELL MARTIN

Processed Successfully

BALLOT STYLE: --

Touch anywhere on the screen to continue.

By Mail Provisional

Also for reason codes 3, 6, and 7



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 2

REGISTER

START OVER

MUT

GAB

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1

MUTTER, GABRIELLE



2001
2128 N TROY ST. ARLINGTON, VA 22209 -

Issued

144
Precinct: 144 - PRECINCT
144 0130144

1 Q 2 W 3 E 4 R 5 T 6 Y 7 U 8 I 9 O 0 P

@ A # S \$ D & F * G (H) ' K " L search

↑ % Z - X + C = V / B ; N : M ! , ? . ↑

.?123 [Globe] [Microphone] [Search Bar] [Keyboard Icon]



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 2

REGISTER

START OVER

MUT

GAB

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1

MUTTER, GABRIELLE



2001
2128 N TROY ST, ARLINGTON, VA 22209 -
VOTER ID: 239485736

Issued

144
Precinct: 144 - PRECINCT
144 0130144



Arlington County
144

GO BACK

Issued

MUTTER, GABRIELLE

DOB: 2001

2128 N TROY ST, ARLINGTON, VA 22209

Precinct 144 - PRECINCT 144 0130144

This voter has submitted a request to vote by mail.
If they have their ballot, allow them to vote.

If they do not have mail ballot to surrender, they must vote a provisional ballot
reason code 4.

PROCEED

CLOSE



Arlington County
144

VOTER CONFIRMATION

GO BACK

ACCEPT

Verify voter information and tap accept to continue



GABRIELLE MUTTER

DOB: 2001

2128 N TROY ST, ARLINGTON, VA 22209

ISSUED

Voter ID:	Status:	Precinct:
239485736	Active	144 - PRECINCT 144 0130144



Arlington County
144

POLL WORKER CONFIRMATION

START OVER

SUBMIT

CONFIRM THE VOTER'S INFORMATION

GABRIELLE MUTTER

2128 N TROY ST, ARLINGTON, VA 22209

Precinct: 144 - PRECINCT 144 0130144

DOB: 2001

Status: Active

Voter ID: 239485736

Curbside

Provisional

Registration



Arlington County
144

PROVISIONAL

CANCEL

APPLY

GABRIELLE MUTTER

Choose Reason

Choose Reason 

Phone Number

Phone Number

Details

0/255



Arlington County
144

PROVISIONAL

CANCEL

APPLY

GABRIELLE MUTTER

Choose Reason

Choose Reason ▼

- #1: Same Day Registration

- #3: Voting After Hours

- #4: Vote by Mail

- #5: Shown as already voted

- #6: Other

- #7: No ID

Phone Number

Phone Number

0/255



Arlington County
144

PROVISIONAL

CANCEL

APPLY

GABRIELLE MUTTER

Choose Reason

#4: Vote by Mail



#1: Same Day Registration

#3: Voting After Hours

#4: Vote by Mail

#5: Shown as already voted

#6: Other

#7: No ID

Phone Number

Phone Number

0/255



Arlington County
144

PROVISIONAL

CANCEL

APPLY

GABRIELLE MUTTER

Choose Reason

#4: Vote by Mail



Phone Number

Phone Number

Details

0/255



Arlington County
144

POLL WORKER CONFIRMATION

START OVER

SUBMIT

PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL PROVISIONAL

CONFIRM THE VOTER'S INFORMATION

GABRIELLE MUTTER

2128 N TROY ST, ARLINGTON, VA 22209

Precinct: 144 - PRECINCT 144 0130144

DOB: 2001

Status: Active

Voter ID: 239485736

Curbside

Provisional

Registration



GABRIELLE MUTTER

Processed Successfully

BALLOT STYLE: --

Touch anywhere on the screen to continue.



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 2

REGISTER

START OVER

MUT

GAB

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1



MUTTER, GABRIELLE

2001
2128 N TROY ST, ARLINGTON, VA 22209 -
VOTER ID: 239485736



Provisional

144
Precinct: 144 - PRECINCT
144 0130144

CHK: 10/17/2025, 14:13:11



Arlington
144

MUT

House Number

SEARCH RESULTS



MUTTER, G
2001
2128 N TROY ST
VOTER ID: 2394



MUTTER, GABRIELLE

Personal Info

First Name: Gabrielle
Middle Name:
Last Name: Mutter
Suffix:
Date of Birth: 2001
Status: Active
Absentee Status: Issued

Identification Documentation

State ID: 239485736

Address / Location

Address: 2128 N Troy St Arlington, VA 22209
Mailing Address:
Assigned Polling Place: 144

Active Check-ins

718948AA-0189-4ED1-AF62-89E2F153D7D9
Created At: 10/17/25, 2:13PM
Provisonal Reason: #4: Vote by Mail

START OVER

Search

ADVANCED
OPTIONS

CHK: 10/17/2025, 14:13:11

Accessing the Summary Report



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 2

Countywide Records: 525
Config. Profile: 3.4.8 General Election Day



Virginia Driver's License



Virginia Identification Card



**PLACE THE PHOTO ID
ONTO THE ID HOLDER**
WITH THE BARCODE FACING THE CAMERA



Virginia Student Photo ID



Employer-Issued Photo ID



U.S. Government-Issued Photo ID



VA Government-Issued Photo ID

SCAN BARCODE

MANUAL ENTRY

Exit Application



Voters



Summary Report



Training Materials



Home



Register Voter



Poll Book Entries



Tools and Settings

Tap to Exit

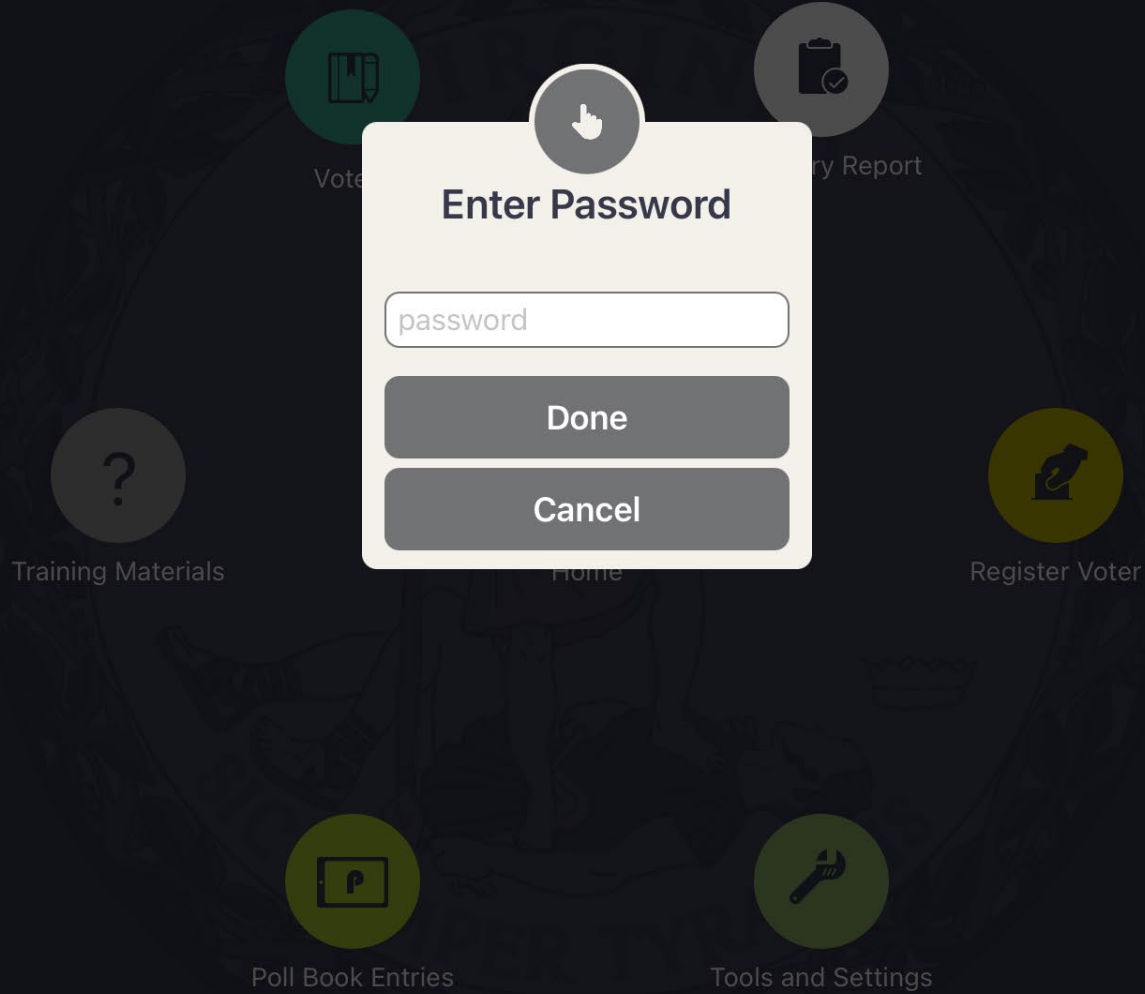
Exit Application



Enter Password

Done

Cancel



Tap to Exit



Arlington County
144

SUMMARY REPORT

HOME

SUMMARY

ABSENTEE

ALL VOTERS

CHECK-INS

PROVISIONAL

REGISTRATIONS

Check-ins

Check-ins:	0
Provisional:	0
Spoiled:	0
Cancelled:	0
Registrations:	7
Curbside Checkins:	0
Challenged:	0
Assistance Required:	0
Reasonable Impediment Declaration:	0

CONFIGURE



Arlington County
144

SUMMARY REPORT

HOME

SUMMARY

ABSENTEE

ALL VOTERS

CHECK-INS

PROVISIONAL

REGISTRATIONS

Total Provisional Check-Ins: 0

NAME

ADDRESS

CHECK-IN TIME

DETAILS

CONFIGURE

Time

Voting Status

Polling Location

All Precincts

From To
-- --

Check-In Metadata

Reference Materials On the Pollbook

Exit Application



Voters



Summary Report



Training Materials



Home



Register Voter



Poll Book Entries



Tools and Settings

Tap to Exit



Arlington County
144

Training Materials

HOME

HELP FILES

Election Day Guide

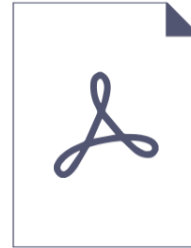
What Ifs Digital Guide

Pollbook Advanced Features

Welcome to the Help Section



Election Day Guide



What Ifs Digital Guide



Pollbook Advanced Features



Arlington County
144

Training Materials

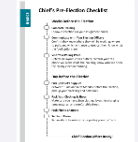
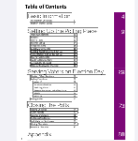
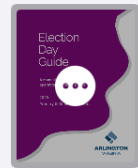
HOME

HELP FILES

Election Day Guide

What Ifs Digital Guide

Pollbook Advanced Features



Election Day Guide

A manual for the effective operation of polling places

2025
Primary & General Elections



HELP FILES

Election Day Guide

What Ifs Digital Guide

Pollbook Advanced Features

1 of 4

Pollbook Advance Features

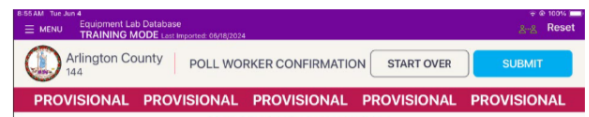
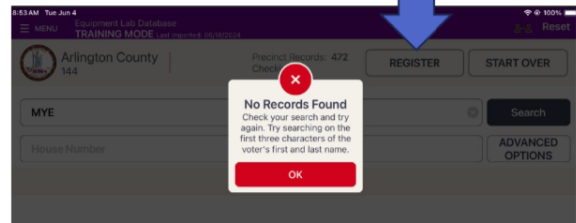
Precincts must enter all provisional voters on the pollbook. Using this feature will allow for quicker processing in the office after the election because this creates an electronic log of all provisional ballots issued. We expect several thousand Provisionals in the fall, and the electoral board only has 10 days to certify the election. This change is necessary to certify the election on time.

This guide will walk you through the steps to enter these voters in the pollbook.

Same Day Registration Steps

New Voter

- When you look up a voter, a **Register** button will appear in the top right next to the Start Over Button. **You must search for a voter first before this button appears.** Click Register.
- Confirm the voter lives in your precinct and showed ID. Click Next.
- Enter their First Name, Last Name, and Year of Birth. Click Next.
- Enter their street address. This should include the House Number, Street Name, Directional, and Apt Number if applicable. Click Next.
- Choose your Precinct. Click above Precinct. Choose from drop down or Type. Select Precinct. Click Submit.
- Click Green Accept.
- Click Blue Accept.
- Select their Party (if Dual Primary). Click Accept.
- Confirm the red provisional bar





HELP FILES

Election Day Guide

What Ifs Digital Guide

Pollbook Advanced Features



1 of 38

Digital What Ifs: How to use this guide.

- Each page has buttons on it.
- Click a button to advance to the correct screen.
- To return to the “What is the Issue?” Screen, click **Start Over** at the bottom of each page.
- This guide is not intended to be read page by page. Do not scroll through the guide.

This is a button.
Click me to get started!



What is the issue?

Undo Check-in

To fix any check in error, the
check-in must



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 1

REGISTER

START OVER

MAT

LIN

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1



MATTHEWS, LINDON

123 MAIN ST APT 4
VOTER ID: Unavailable

Provisional

144
Precinct: 144 - PRECINCT
144 0130144

CHK: 10/17/2025, 14:05:27



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 1

REGISTER

START OVER

MAT

Enter Password

Done

Cancel

Search

House Number

ADVANCED
OPTIONS

SEARCH RESULTS: 1



MATTHEWS, LINDON

123 MAIN ST APT 4
VOTER ID: Unavailable

ct: 144 - PRECINCT
130144

CHK: 10/17/2025, 14:05:27



Arlington County
144

Precinct Records: 33
Checkins: 0
SDR: 1

REGISTER

START OVER

MAT

LIN

Search

House Number

Street Name

ADVANCED
OPTIONS

SEARCH RESULTS: 1

LINDON MATTHEWS



CANCEL VOTER CHECKIN

EDIT VOTER CHECKIN

Step 1: Poll Worker Name and Reason



Cancel Voter Check-In

NEXT

Alyssa Myers

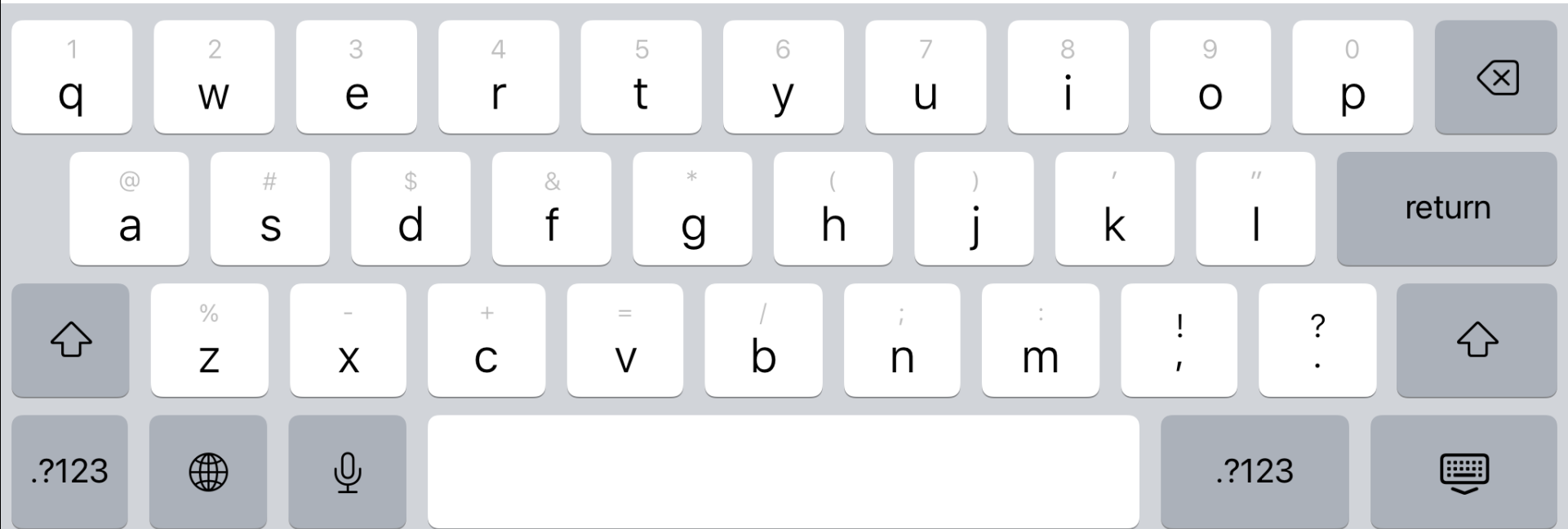
OTHER



Poll Worker Name

Type Details

0/255



Step 1: Poll Worker Name and Reason



Cancel Voter Check-In

NEXT

Alyssa Myers

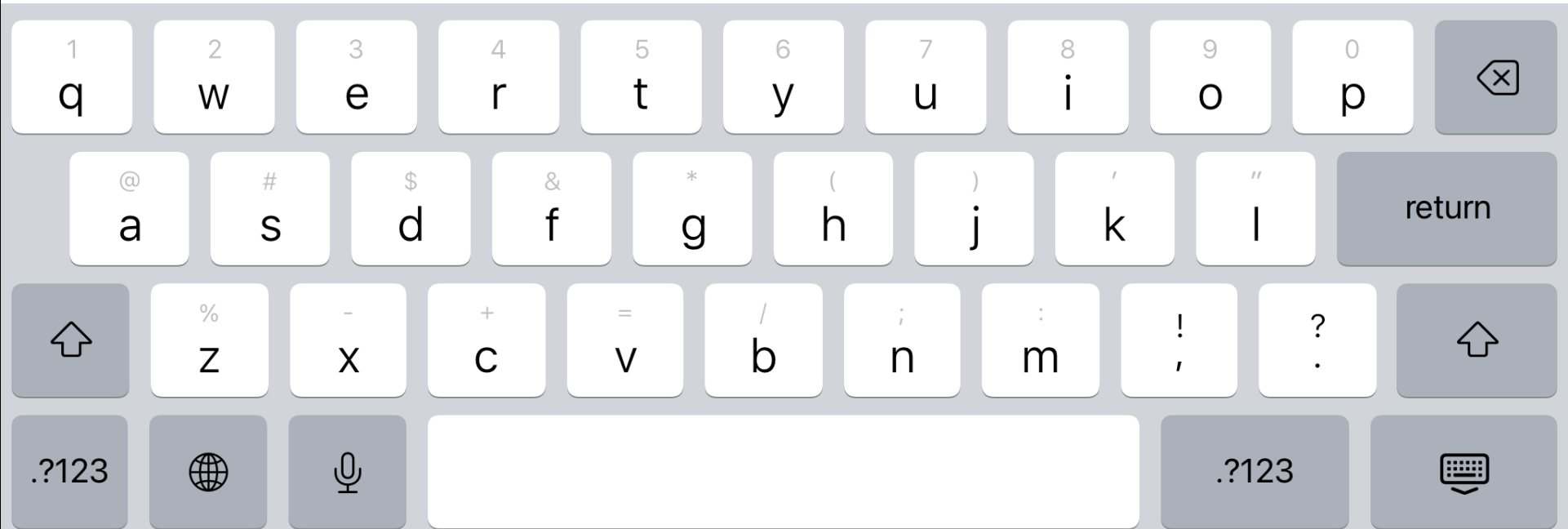
OTHER



Poll Worker Name

provisional reason code change

30/255



Cancel Voter Check-In

SUBMIT

Voter Information:

Matthews, Lindon
123 MAIN ST APT 4

Cancellation Reason:
Other

Details:

provisional reason
code change

CLEAR SIGNATURE



Election Judge Signature