



*Our Objective is to Ensure Every Lawfully Cast Vote is Accurately Counted*

## **Citizen Incident Statement Instructions**

### **What is an Incident?**

Actions and/or comments by Residents that acknowledges the registered voter, listed in the canvassing app, is deceased, or does not live at their address.

### **Canvassing Questions**

When Canvassing and an individual answer the door you ask for the Registered Voter. Their example answers will be:

- Yes, that is me (not an Incident)
- No, they are not home right now (not an Incident)
- That person has passed away (**Report this Incident**)
- That person moved out when I moved in (**Report this Incident**)
- I do not know who that person is (**Report this Incident**)

*Please note that it is vitally important to include the month and year that the registered voter passed away or moved. The reasons are 1) it needs to be defined that the Registered Voter passed away or moved before the election, 2) if a Registered Voter filed a Change of Address (COA) form, with the USPS, then they will only get their mail, from their previous address, for 6 months to a maximum of 18 months depending on how they filed the COA. 3)*

### **Examples of Incidents: Report if**

- If you find that the Registered Voter is Deceased, then politely ask for the month and year they passed away.
- If you find that the Registered Voter no longer lives at the listed address, then ask for the month and year they moved out.
- If you find that the current resident does not know the Registered Voter, then ask the current resident how long they have lived there and include the month and year.
- If you find that the current resident did, or did not, receive the Registered Voter's ballot.

### **How Do I Complete the Reports?**

- 1) Fully complete the **WVRP Citizen Incident Statement**.
- 2) Print legibly or type on a separate piece of paper and staple 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 on Page 2.
- 6) Print and Sign Your Name in blue ink where indicated at the bottom of the Page 2

**1. Email and Mail all Incident Reports, a copy of both sides of ballot envelopes addressed to the wrong person, your own misprinted ballot, duplicates, and other materials to:**

**Email:** [info@wavoterresearch.org](mailto:info@wavoterresearch.org)

**Address:** Washington Voter Research Project

14751 N Kelsey St, Ste 105, PMB 527 Monroe, WA 98272

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