Omissions List Voters

Eligible Voter is Omitted from the List of Registered Voters

During Step 1: Voter Lookup, the ePollBook may not populate a Voter when reading an ID or performing a manual search. When this occurs, the Qualifying Clerk should direct the Voter to the Judge for further assistance. This process should not be handled by a Clerk, only a Judge.

Steps for Judges

1. **Call the Voter Registration**– The Judge must call Voter Registration at 713-755-1617, Option 08 to further investigate the Voter's registration status.

2. **Present the Voter's Information** – Once connected to Voter Registration, inform them that you need to check a Voter's registration status, and provide them with the Voter's information as requested.

3. **Listen & Determine the Correct Action** – Voter Registration will inform you of the Voter's registration status.

    ✳ IF the Voter is **NOT** eligible to vote in this election, then inform them kindly of their registration status, and let them know they will not be able to cast a standard Ballot.

    OR

    ✳ IF the Voter is eligible to vote in this election, contact the Judge Resource Line, Option 04 for support in adding the Voter to the Omissions List on the ePollBook.

This informational sheet has been approved for use in the March 2026 Election.

5. **Go to the Admin Menu** – While on the phone with Voter Registration, make sure to take note of the necessary information that they are giving you, such as:

   ＊ Precinct #

   ＊ VUID
   ＊ Ballot Style
   ＊ If Voter is on suspense (If yes, the Voter will fill out an SOR form as well.)

6. **Add to the Omissions List** – You will follow the screens below to correctly add the Voter to the Omissions List and then process the Voter.

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