

# CHIEF BRIEF

## 2026 APRIL SPECIAL ELECTION



**PWC Office of Elections – April 21, 2026**

# Introduction



## Questions during training?

- Use chat
  - Cameras and mics disabled

Eric Olsen (Director)

Jon Alvarez (Assistant Director)

Dan Garrigan (Training Coordinator)

Dena McBride (Election Officer Manager)

# Message From The Director

# Message From The Director



## Important Principles

- Be an active leader
- Use your support network
- Prioritize opening/closing equipment

# Overview

# Overview



## Things to Cover Tonight

- Important reminders
- Emphasize problem areas and how to fix
- Review important issues like common mistakes and new items
- Answer your questions



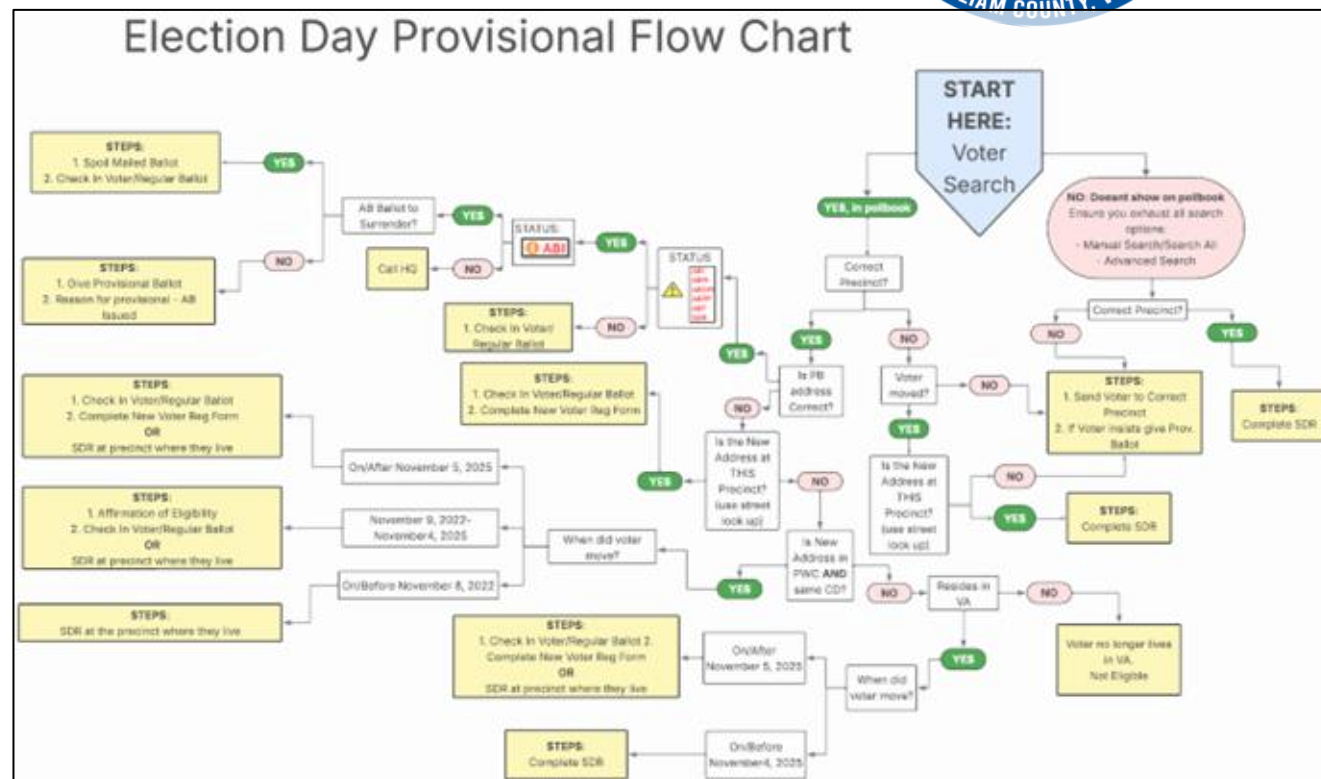
***Wear your lanyards/pins***

# Overview



## New This Election

- Schools closed
- I voted stickers
- Provisional Flowchart
- Accountability Officer



# Overview



## Proposed Constitutional Amendment

To be voted on at the  
April 21, 2026, Special Election

**March 6** - First day to vote early at your local voter registration office or satellite voting location.

**April 10 by 5 p.m.** - Last day to request that a ballot be mailed to you.

**April 11 (Saturday)** - Local voter registration offices open for in-person early voting.

**April 14** - Last day to register or update your address to vote a regular ballot for this election.

**April 18 (Saturday)** - Last day to vote early in-person at your local voter registration

**April 21 (Election Day)** - Vote at your local voter registration office. Polls are open 6 a.m. to 7 p.m.

Posters and Brochures will be provided

# Constitutional Amendment

## Registered Voters: 332K+

## Turnout so far: 12%

## Avg time marking: 35 sec

# Overview



## Early Voting- Now through Apr 18<sup>th</sup>

### Locations: All

### Times:

Weekdays: 8:30 AM - 4:30 PM\*

Saturdays: 8:30 AM - 5:00 PM

Sunday: 11:00 AM - 5:00 PM

*\*Evening voting until 7:00 PM on Wed. only*

### Vote Early *Votacion Anticipada*

#### Dates & Times | Fechas y Horas

Weekdays	8:30 am – 4:30 pm
↳ Wednesdays	8:30 am – 7:00 pm
Sat., Apr. 11 & Apr. 18	8:30 am – 5:00 pm
Sun., Apr. 12	11:00 am – 5:00 pm

#### Locations | Ubicaciones

Office of Elections, 9250 Lee Ave., Manassas  
A.J. Ferlazzo Building, 15941 Donald Curtis Dr., Woodbridge  
Brentsville Courthouse, 12229 Bristow Rd., Bristow  
Dumfries Community Center, 17757 Main St., Dumfries  
Haymarket Gainesville Library, 14870 Lightner Rd., Haymarket  
Woodbridge DMV, 2731 Caton Hill Rd., Woodbridge

### Vote by Mail *Votar por Correo*



Request a Ballot by *Solicitar una papeleta por*  
**Friday, April 10 at 5:00 pm.**  
Request online at *Solicite en línea en*  
[pwcvotes.org/votebymail](http://pwcvotes.org/votebymail)

### Calendar



### Vote On Election Day *Votar El Día de Elecciones*



**Tuesday, April 21, 2026**  
6:00 am – 7:00 pm  
Find your assigned polling place at  
*Encuentre su lugar de votación asignado en*  
[pwcvotes.org/electionday](http://pwcvotes.org/electionday)

# Overview



**Sample Ballot**

Precinct 101 - Brentsville

**Commonwealth of Virginia, Official Ballot**  
*Estado de Virginia, Papeleta Oficial*

**Prince William County**  
**Special Election**  
**Tuesday, April 21, 2026**

*Condado de Prince William*  
*Eleccion Especial*  
*Martes, Abril 21, 2026*

Instructions	Begin voting here
<p><b>Instructions</b> Instrucciones</p> <p><b>To vote on an issue, fill in the box next to YES or NO. If you want to change a vote or if you have made a mistake, ask an election worker for a replacement ballot. If you make marks on the ballot besides filling in the box, your vote may not be counted.</b></p> <p><b>Para votar sobre un asunto, llene la casilla al lado de SI o NO. Si desea cambiar un voto o si ha cometido un error, solicite a un funcionario electoral una papeleta de reemplazo. Si usted hace marcas en la papeleta ademas de llenar la casilla, es posible que su voto no se cuenten.</b></p>	<p><b>Proposed Constitutional Amendment</b> <i>Propuesta de Enmienda Constitucional</i></p> <p>Question: Should the Constitution of Virginia be amended to allow the General Assembly to temporarily adopt new congressional districts to restore fairness in the upcoming elections, while ensuring Virginia's standard redistricting process resumes for all future redistricting after the 2030 census?</p> <p><i>Pregunta: ¿Debería enmendarse la Constitución de Virginia para permitir que la Asamblea General adopte temporalmente nuevos distritos electorales con el fin de restablecer la equidad en las próximas elecciones, mientras se asegura que se reanude el proceso estándar de redistribución de distritos de Virginia para todas las futuras redistribuciones de distritos después del censo de 2030?</i></p> <p><input type="checkbox"/> <b>YES</b> <i>SI</i></p> <p><input type="checkbox"/> <b>NO</b> <i>NO</i></p>

## Sample Ballot

### *What you can answer?*

- **Technical questions**

**\*Refer voter to brochures and posters if needed**

# Overview (500s, 600s, & 700s)



PLEASE  
NOTE THE  
SINGLE  
PORT  
ADAPTER



SCANNER  
PLUGS INTO  
ADAPTER FOR  
BETTER  
CONNECTIVITY



ADAPTER PORT



Adapter

# Questions?

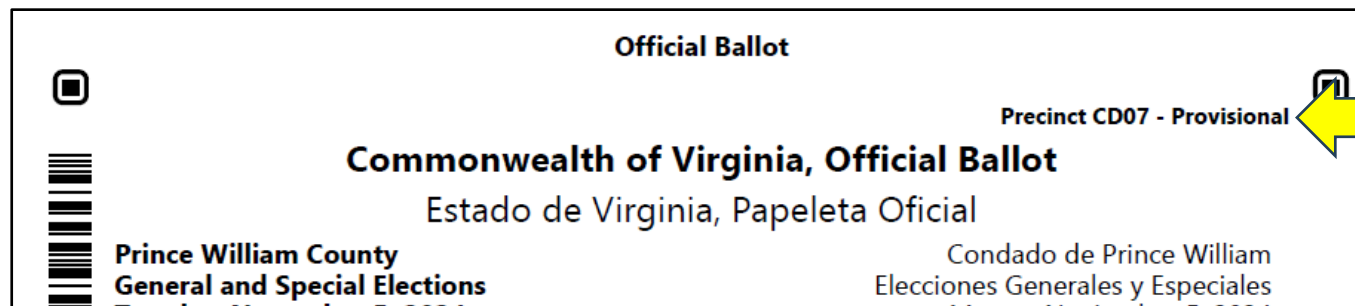
# Common Mistakes

# Common Mistakes



## Separate Ballots Correctly

- Regular ballots > Check In
- Provisional ballots > Chief station
- *If your ballots are being rejected at the start of the day, it is likely because you mixed up the ballots*



# Common Mistakes



## Mistake at Voter Check In

- New officer thinks voter has already voted when they just checked them in
- Pollbook updated to show the time stamp so officer will know if it was because they just checked them in

### VOTER INFORMATION

**First Name: Albert**  
**Middle Name: NMN**  
**Last Name: Smith**  
**Suffix:**  
**Year of Birth: 2000**  
**Address: 11777 Gallop Ln**  
**City: Bristow**

Check In Info:

2025-11-4 08:45:39 AM



# Common Mistakes



## Provisionals

- Incomplete envelopes
  - New verification overlays **MUST USE !!**
- Make sure voter completes all \* boxes
- Full SSN for SDR
- Check for all signatures

Princt # \_\_\_\_\_

Yes  No I am a citizen of the United States of America

\* Full social security number \_\_\_\_\_

\* Date of Birth (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_

\* Last Name \_\_\_\_\_ Jr. Sr. II III IV (Circle one) Other (write in) \_\_\_\_\_

\* First Name \_\_\_\_\_ \* Middle Name \_\_\_\_\_  None

\* Residence Address (May not be a P.O. Box) \_\_\_\_\_ Apt. \_\_\_\_\_

\* City/Town \_\_\_\_\_ \* ZIP Code \_\_\_\_\_

Yes  No I have  
 Yes  No if yes

Same Day Registration  
SDR  
This Side Up

Signature X \_\_\_\_\_ Today's date (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_

**Election Officer Use**

#1 Same Day Registration (not on pollbook)  
Time: \_\_\_\_\_ a.m. p.m. (circle one)

Yes  No Did voter show ID or complete ID Confirmation Statement?

Comments \_\_\_\_\_

Election Officer Signature X \_\_\_\_\_

Provisional Verification  
Reasons #3-7  
This Side Up

Princt # \_\_\_\_\_

\* Last Name \_\_\_\_\_ Jr. Sr. II III IV (Circle one) Other (write in) \_\_\_\_\_

\* First Name \_\_\_\_\_ \* Middle Name \_\_\_\_\_  None

\* Date of Birth (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_

\* Social Security Number \_\_\_\_\_  
Last 4 digits required  
Providing your full Social Security number may help determine your eligibility to vote.

\* Residence Address (May not be a P.O. Box) \_\_\_\_\_ Apt. \_\_\_\_\_

\* City/Town \_\_\_\_\_ \* ZIP Code \_\_\_\_\_

the best of my knowledge, I am a registered voter of this locality, and I am eligible to vote in this election. I hereby affirm that I have read the Privacy Act Notice and Warning.

\* Signature X \_\_\_\_\_ Today's date (MM/DD/YYYY) \_\_\_\_/\_\_\_\_/\_\_\_\_

**Election Officer Use**

Select a Reason

#3 Voting after hours due to court order

#4 Vote by mail - no ballot to surrender

#5 Shown on pollbook as already voted

#6 Other

#7 Voter does not have required ID and declined to complete the ID Confirmation Statement

Comments \_\_\_\_\_

Election Officer Signature X \_\_\_\_\_

# Common Mistakes



## Sticker on Provisional Env.

Non-SDR side will have a bar code:

*Add this number to TallyPoint log for all provisional ballot envelopes*

Time Completed: \_\_\_\_\_:\_\_\_\_\_ am/pm

11000

**Provisional Ballot - All other provisional reasons** Precinct # \_\_\_\_\_

Voter is on this precinct's pollbook Primary elections—Party ballot  D  R

Starred (\*) items are required. If you do not complete all of the items that are marked with \*, your vote may not count.

1 \* Last Name \_\_\_\_\_ Jr. Sr. II III IV (Circle one) Other (write in) \_\_\_\_\_  
\* First Name \_\_\_\_\_ \* Middle Name \_\_\_\_\_  None

2 \* Date of Birth (MM/DD/YYYY) \_\_\_\_ / \_\_\_\_ / \_\_\_\_

3 \* Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
**Last 4 digits required.**  
Providing your full Social Security number may help determine your eligibility to vote.

# Common Mistakes



## Officer Errors on Provisionals

Wrong Precinct



Unsure?

Call Main Office or HQ

# Common Mistakes



## TallyPoint Notes

- Open TallyPoint when pct. is ready in a.m.
- Click “Yes” for “Are you ready?” after equipment is open
- Report hourly turnout and ballots cast

# Polling Place Visitors

# Authorized Representatives



## Poll Watchers

- **Must have a signed letter** from party chair (copy OK)
- **Be friendly and helpful to them**, but set boundaries to protect voter secrecy (not near booths/scanners)
- Poll watchers can **“see and hear,”** not verifiers of work
- Poll watchers are not required to see the pollbook, but it is allowed

# Outside the 40' Line



## Allowed

- Media
- Campaigners

**Concerns?** Call Chief HQ to report  
so we can talk to the party/campaign

# Outside the 40' Line



**Not allowed within 300' feet**

- Loudspeakers
- Brandishing weapons
- Intimidating voters
- Militia groups

# Closing Reminders

# Closing Reminders



## Before Closing

- Assign officers tasks prior to closing
- Remind officers not to rush important tasks
- Make sure you have someone assigned and ready to close the ballot scanners

# Closing Reminders



## End of Night Goal

***Precinct Results:***

***Submitted by 7:30 pm in TallyPoint***

- ✓ ***Enter***
- ✓ ***Save***
- ✓ ***Double Check***
- ✓ ***Submit***

# Final Notes

# Final Notes



## Chief Resources

### 1. Chief Pickup:

Thurs 10am - 7pm

Fri 10am - 6pm

Sat 9am - 1pm

### 2. Chief HQ phonenumber available on Monday until 7pm

# QUESTIONS?

