

# SOUTH CAROLINA

BRENNAN CENTER FOR JUSTICE

TWENTY YEARS

*at New York University School of Law*



## HOW TO BECOME A POLL WORKER

**PROTECTING THE RIGHT TO VOTE**



***South Carolina***

*Poll Worker Toolkit*

## **Disclaimer**

This guide provides basic information and should be used as a reference only. It is not a substitute for legal advice, and it does not purport to provide a complete recitation of the relevant local, state or federal laws. The law changes frequently. The information provided may not be current and may not apply to your specific set of facts or circumstances. If you require legal advice, please consult your attorney.

## **TABLE OF CONTENTS**

<b>I.</b>	<b>Introduction</b> .....	<b>1</b>
<b>II.</b>	<b>Overview of South Carolina’s Election System</b> .....	<b>2</b>
<b>III.</b>	<b>Description of Roles</b> .....	<b>3</b>
	a.    Qualifications .....	3
	b.    Categories of Poll Managers / Responsibilities and Duties .....	4
	c.    Party Affiliation .....	5
	d.    Term of Office .....	5
	e.    Compensation .....	5
<b>IV.</b>	<b>Application Process</b> .....	<b>5</b>
	a.    How to Apply.....	5
	b.    Deadlines for Filing.....	11
<b>V.</b>	<b>After Applying</b> .....	<b>11</b>
	a.    Following Up .....	11
	b.    Overcoming Objections.....	11
<b>VI.</b>	<b>High Priority Issue – Covid-19 Concerns</b> .....	<b>12</b>
<b>VII.</b>	<b>Training Resources</b> .....	<b>12</b>
<b>VIII.</b>	<b>Be a Proactive Poll Manager</b> .....	<b>13</b>

## I. Introduction

Thank you for your interest in becoming a poll worker in South Carolina. By coming this far, it's clear that you cherish the principle of "one person, one vote" — a bedrock of our democracy. At the Brennan Center for Justice at New York University School of Law (BC) and the Lawyers' Committee for Civil Rights Under Law (LCCR), we also cherish that principle and therefore work every day to preserve and protect the right to vote for every eligible citizen. Poll workers, also known as poll managers, are an essential part of the voting process. Informed and engaged poll workers contribute to that process, benefit their communities, and help ensure the right to vote is not unduly impeded. Indeed, a lack of qualified poll workers (different from poll watchers) has been a serious impediment to voter access. When states face difficulties attracting and hiring qualified poll workers, polling places are often understaffed or mismanaged, resulting in long lines, the spreading of misinformation, and even incidents of bias and intimidation. Additionally, poll workers are often the only election officials with whom voters interact, so they play an important role in how voters experience and think about the voting process.

To address these issues, we have teamed up with the Association of Pro Bono Counsel (APBCo) to create state-specific guides to encourage qualified candidates to become poll workers — poll workers who know the relevant laws and processes, how to assist and troubleshoot effectively, and how to help voters have a positive experience on Election Day.

This toolkit for South Carolina provides an overview of the process for becoming a poll worker. We hope it is useful to you as both a technical and practical guide, including pointers we have gleaned from experience. It is NOT a substitute for training materials provided by the state, county, or local government. Instead, it is meant to equip qualified people like you with the information you need to become a poll worker and enjoy the important job of serving your fellow voters well. We hope that this guide encourages you to join the movement and make a difference!

## II. Overview of South Carolina's Election System

Poll managers have a significant impact on the voting experience of South Carolinians. Ultimately, the poll managers are in charge of monitoring the polling place and the election process. Recruiting qualified candidates and training them properly is essential to minimizing mistakes, hassle and wait time. However, a shortage of well-trained poll managers is not uncommon in South Carolina.

The importance of the poll manager role cannot be overstated. This job is vital to the voting process and essential to the well-being of our democracy. Accordingly, well-trained and qualified poll managers are urgently needed. This South Carolina Poll Manager Toolkit will present you with an easy guide on how to become a poll manager in South Carolina:

- Part III will detail the necessary qualifications needed to become a poll manager under South Carolina election law. It will also provide examples of the roles and duties of poll managers on Election Day.
- Part IV will describe the process for applying to be a poll manager.
- Part V will describe how to make sure your application was filed properly.
- Part VI will provide available resources regarding poll manager training.
- Part VII describes steps a poll manager should take to make voters feel more comfortable in the polling place.

### III. Description of Roles

#### a. Qualifications

To be a poll worker in South Carolina, you must be a resident and registered elector in the State. You will have priority in the county in which you live or in an adjoining county.<sup>1</sup>

To become a registered voter in South Carolina you must be:

- ✓ A citizen of the United States;
- ✓ 18 years of age or older on Election Day;
- ✓ Registered to vote at least 30 days prior to the election; AND
- ✓ A resident of the county and polling precinct in which you intend to vote.<sup>2</sup>

Check your registration status by calling your county board of voter registration and elections or checking online at <https://info.scvotes.sc.gov>.

In addition, to be a poll manager you must:

- ✓ Take an oath and receive certification of having completed poll manager training before EACH election.<sup>3</sup>
- ✓ Be willing and able to work the ENTIRE Election Day. This includes arriving approximately one hour before the polls open and staying until after they close.
- ✓ Be able to remain non-partisan and neutral while working an election.<sup>4</sup>

One poll manager is selected to serve as clerk and “oversees the polling place.” In order to be a clerk, you must be a registered voter of the county where you’d like to serve, or of an adjoining county.<sup>5</sup>

Other desirable qualifications to be a poll manager include:

- ✓ Ability to work effectively and cooperatively with fellow election workers, other election officials, and the public.
- ✓ Ability to learn to use voting equipment, computers, and other related machines.

Disqualifications for poll managers include:

- ✓ You are a candidate or any member of a candidate’s immediate family.<sup>6</sup> (“Immediate family” includes an individual’s spouse, parents, children, brothers or sisters.)
- ✓ You are ineligible to register to vote because<sup>7</sup>:
  1. You have been declared mentally incompetent;
  2. You are currently incarcerated; or



#### TO BE A SOUTH CAROLINA POLL MANAGER:

##### YOU MUST:

- ✓ Be a registered South Carolina voter
- ✓ Be 18 years old
- ✓ Take an oath and attend training coordinated by the County Election Commission

##### YOU MUST NOT:

- ✓ Be a candidate
- ✓ Be a member of a candidate’s immediate family

3. You have been convicted of a felony or crime regarding election laws unless you have served your complete sentence (including all probation or parole time) and have re-registered to vote.

### **Poll Manager Assistants (Students):**

A student under the age of 18 can also help at the polling place on Election Day. The requirements are<sup>8</sup>:

- ✓ You are 16 or 17 years old;
- ✓ You complete the required poll manager training.
- ✓ You are not otherwise disqualified (by being related to a candidate, for example).<sup>9</sup>

There are, however, limitations placed on poll manager assistants.<sup>10</sup>

- ✓ You are not eligible to serve as chairman of poll managers or clerk.
- ✓ You must serve under supervision of the chairman of the managers of the polling place, and your specific duties will be prescribed by the county board of voter registration and elections. Poll manager assistants may have the same responsibilities as a regular poll manager.
- ✓ Only one 16 or 17 year old assistant poll manager may be appointed for every two regular poll managers appointed to work in a precinct.

## **b. Categories of Poll Managers / Responsibilities and Duties**

Below are the election management related roles available in South Carolina:

- **Poll manager** – All persons assigned to the polling place, including clerks and assistants, are considered poll managers and are responsible for operating the polling place.<sup>11</sup> In general, the county board of voter registration and elections will appointed three poll managers for every 500 voters.<sup>12</sup> Poll managers can perform a variety of different roles, including working as a greeter, a processor of voters, curbside manager, ballot activator or exit monitor.<sup>13</sup>
- **Clerk** – The county board appoints one manager in each precinct to act as clerk. The clerk is the lead poll manager at that precinct.<sup>14</sup> The clerk oversees the polling place and is responsible for assigning roles, arranging the polling place, monitoring voter traffic and ensuring an orderly voting process.<sup>15</sup>
- **Poll manager's assistant** – One 16- or 17-year-old assistant may be appointed for every two poll managers. Assistants cannot serve as the clerk but may have the same responsibilities as a regular poll manager.<sup>16</sup>
  - Poll managers' duties include:
    - ✓ Maintaining order at the polls and enforcing the law during the election, and during the canvass and counting of ballots;<sup>17</sup>
    - ✓ Ensuring that the voter's right to secrecy when voting is preserved. Manager will prevent individuals who are NOT currently voting or assisting a voter from being within five feet of the voting booths;<sup>18</sup> and

- ✓ Arranging the voting machines, furniture, and guard rails before the polls open.<sup>19</sup>

### c. Party Affiliation

There are generally no restrictions placed on poll managers based on political party affiliation. However, for primary elections a political party may submit a list of prospective managers for each precinct.<sup>20</sup> In that instance, one individual from the list must be appointed for each precinct unless that individual is rejected for good cause.<sup>21</sup>

### d. Term of Office

The appointment to serve as a poll manager expires when the election is over. New poll manager appointments are made for each successive election.<sup>22</sup>

### e. Compensation

Standard compensation provided by the state for a poll manager is as follows<sup>23</sup>:

- ✓ \$60 to attend a training session
- ✓ \$75 to work as a poll manager on Election Day (\$135 total)
- ✓ An additional \$60 by serving as a clerk (\$195 total)

Some counties may supplement this amount, so please check with your county election commission for updated compensation information.

## IV. **Application Process**

### a. How to Apply

**The South Carolina Election Commission poll manager application form can be accessed online at the following link:**

<https://www.scvotes.org/files/yes.html>

---

**Yes! I am interested in working at the polls on election day.**

*Please print and fill out the form below and mail it to your county election commission.*  
[County Election Commission locations](#)

NAME: \_\_\_\_\_  
STREET ADDRESS: \_\_\_\_\_  
CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
TELEPHONE Day: \_\_\_\_\_ Evening: \_\_\_\_\_  
COUNTY: \_\_\_\_\_

**Figure 1: SC Voter Poll Manager Application**

- In addition, most County Election Commissions also have their own applications, which can be accessed at their office or through their respective websites.
  - Visit <https://www.scvotes.org/how-register-absentee-voting> to find more information about your local election commission. This site will lead you to the election office for each county.

Your application should be filed with the County Election Commission in the county where you want to serve as a Poll Manager.

Below is the contact information for the county election offices for South Carolina's largest cities and towns:

- **Charleston County Board of Voter Registration & Elections**  
4367 Headquarters Road  
Charleston, SC 29405-7402  
Phone: (843) 744-8683  
Fax: (843) 745-2236  
Email: [voterregistration@charlestoncounty.org](mailto:voterregistration@charlestoncounty.org)

Website: <https://www.charlestoncounty.org/departments/bevr/poll-managers.php>  
Poll Manager Application: <https://www.charlestoncounty.org/departments/bevr/poll-worker-application.php>

- **Lexington County Commission of Registration and Elections**  
605 W. Main St., Suite C  
Lexington, SC 29072  
Phone: (803) 785-8361  
Email: [MBrack@lex-co.com](mailto:MBrack@lex-co.com)  
Website: <https://lex-co.sc.gov/departments/registration-and-elections>
- **Berkeley County Board of Voter Registration & Elections**  
6 Belt Drive  
Moncks Corner, SC 29461  
Phone: (843) 719-4059  
Fax: (843) 719-4060  
Email: [webvre@berkeleycountysc.gov](mailto:webvre@berkeleycountysc.gov)  
Website: <https://berkeleycountysc.gov/dept/elections/>  
Poll Worker Application: [https://berkeleycountysc.gov/wp-content/uploads/2019/11/Poll\\_Worker\\_Application.pdf](https://berkeleycountysc.gov/wp-content/uploads/2019/11/Poll_Worker_Application.pdf)
- **Dorchester County Board of Voter Registration & Elections**  
201 Johnston St.  
St. George, SC 29477  
Phone: (843) 563-0132  
Fax: (843) 563-0186  
Email: [vote@dorchestercountysc.gov](mailto:vote@dorchestercountysc.gov)  
Website: <https://www.dorchestercountysc.gov/government/administrative-services/election-commission/become-a-poll-worker>
- **York County Board of Voter Registration & Elections**  
6 S. Congress St.  
York, SC 29745  
Phone: (803) 684-1242 or (803) 909-7194  
Fax: (803) 684-7801  
Email: [elections@yorkcountygov.com](mailto:elections@yorkcountygov.com)  
Website: <https://www.yorkcountygov.com/270/Becoming-a-Poll-Manager>



### APPLICATION FOR POLL WORKER

(PLEASE PRINT CLEARLY)

**\*\*Current high school students (ages 16-17), please complete Student Poll Worker Application\*\***



Full Legal Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Email Address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Voter Registration Number: \_\_\_\_\_ (find easily on SCVotes.org)

County in which you are registered to vote: \_\_\_\_\_

Precinct (or Polling place) where you normally vote: \_\_\_\_\_

Social Security Number (required for payroll): \_\_\_\_\_

Do you have any experience in working at the polls outside of Greenville County?

(list year and location) \_\_\_\_\_

I have read all the requirements and understand that by submitting this application, I am applying to be an election worker for Elections held in Greenville County. I understand that I will be contacted by the Precinct Coordinator periodically to inquire about availability for training and working elections. Furthermore, I give permission to be contacted for such by phone, email, and/or mail.

Applicant Signature: \_\_\_\_\_

Registration & Elections ~ 301 University Ridge ~ Suite 1900 ~ Greenville, SC 29601-3668  
Phone: (864) 467-5972 ~ Email: [pollworkers@greenvillecounty.org](mailto:pollworkers@greenvillecounty.org) ~ Fax (864) 467-7256

Revised 8/7/2018



Figure 2: Greenville County Poll Manager Application



COMMISSIONERS  
WILMA ORR  
Chairperson  
LINDA BURDETTE  
Vice Chairperson  
JEAN T. HOLLOWAY  
Secretary  
KAREN CLAFLIN  
MELISSA LEDFORD  
CRAIG ISOM  
PEGGY TAYLOR

## Anderson County



### Registration and Elections Office

PHONE: (864) 260-4035  
FAX: (864) 260-4203  
[www.andersoncountysc.org/vote](http://www.andersoncountysc.org/vote)

KATY D. SMITH  
Director  
BETH KEATON  
Assistant Director  
ANN CARETTE  
Election Supervisor  
MELISSA KELLEY  
Precinct Coordinator  
LAURA GRIFFIN  
Voter Services Supervisor  
HANNAH DINTERLIANO  
Elections Technician Supervisor  
CARRIE BROWN  
Senior Registration and Elections Clerk

#### Anderson County Election Worker Application

Voter's Full Name   
Home Address   
City/State/Zip Code   
Phone Number   
Email Address

Mailing Address (if different from home address)

Care of/PO Box/Address   
City/State/Zip Code

You must provide your birth date:  /  /  (month) (day) (year)

You must provide one of the following:

Voter Registration Number   
The last four digits of your social security number

I have read all the requirements and understand that by submitting this application that I am volunteering to be an election worker for Elections held in Anderson County, and understand that I will be contacted by the Precinct Coordinator periodically to inquire about availability for training and conducting elections. Furthermore I give permission to be contacted for such by phone, email, and/or mail.

## b. Deadlines for Filing

There is no specific deadline for filing your application. And, deadlines may differ depending on the county, their need, and availability of poll worker training times. We recommend that you contact your county election board.

## V. **After Applying**

### a. Following up

You should make sure that your application is received by the County Election Commission by sending your application by certified mail with receipt of delivery or delivering the application in person. Often you can e-mail or fax your application too. You can call the County Election Commission to follow-up on the status of your application.

#### **TIPS:**

- As a prospective poll manager, you will have priority if you apply to work in the county in which you are a resident or in an adjoining county.<sup>24</sup>
- When filling out the application, take time to provide all requested information so that the city or town clerk can review and confirm your application and qualifications.



To ensure delivery, send your application by certified mail with receipt of delivery or drop it off in person to your local clerk's office.



### b. Overcoming Objections

When filling out the election worker application, make sure that all requested information is accurate to ensure that your application can be reviewed and approved without issue. If you find information on the application confusing, contact your election office to receive proper clarification before submitting your application.

It is essential to make sure that you are registered to vote before you file your application, as this is a key requirement to become a poll manager.



**JUST APPLY.**



You can check your voter registration status in South Carolina by visiting the following web address:

<https://info.scvotes.sc.gov/eng/voterinquiry/VoterInformationRequest.aspx?PageMode=VoterInfo>

## VI. High Priority Issue—COVID-19 Concerns

The spread of COVID-19 means that information and election practices are changing rapidly. You should contact your local election administrator to verify all information in this guide before relying on information contained herein. On March 13, 2020, South Carolina Governor Henry McMaster declared a state of emergency “to enhance the state’s response to the COVID-19 virus’ impact on the South Carolina.”<sup>25</sup> On March 15, the Governor announced that all elections scheduled to take place on or before May 1 would be postponed and rescheduled.<sup>26</sup> No dates have been set yet. Importantly, the Governor’s Executive Order does mandate that the South Carolina State Election Commission (SEC) ensure that voters are still able to register without impediment during this time. The SEC is currently working with local boards of elections “to ensure critical services continue to be offered to the public including voter registration, absentee voting and candidate filing.”<sup>27</sup> State and local officials are also thinking through various solutions to ensure the health and safety of poll workers and voters in the upcoming elections. In addition to providing people with hand sanitizer and single-use pens, officials are also considering more systemic solutions, including moving or consolidating polling places, increasing access to absentee voting for all voters, removing the witness requirement from absentee ballots, allowing certain vulnerable populations to print ballots a home, or changing to an entirely vote-by-mail system.<sup>28</sup> However, nothing has been finalized yet. For this reason, we reiterate our recommendation to confirm all information about election administration practices with your local elections office.

## VII. Training Resources

Poll manager training is necessary for the conduct of good elections and is required by law. The County Election Commission is responsible for the training of poll managers. Poll managers must attend a 2-3-hour training class before each election and receive certification of having attended such training.<sup>29</sup>

The South Carolina Election Commission provides the following training materials:

- ✓ Poll manager training videos: <https://www.scvotes.org/poll-worker-training-videos>
- ✓ Poll Manager’s Handbook: <https://www.scvotes.org/south-carolina-poll-managers-handbook>

In addition, all poll managers are encouraged to complete the online poll manager training at <https://www.scvotes.org/online-poll-manager-training>. Your county election board will provide a username and password.

Possessing good technical skills, like knowing how to open and set up the polling place or run the voting machines, is important, but technical skills are only one part of being a good election officer. As the person connecting the voters to their polls, the voters are your guests. If you are respectful, project a positive attitude, and show courtesy to every person, voters will have a good experience when voting.

## VII. Be a Proactive Poll Manager <sup>30</sup>

A good poll manager is proactive and focused on the voter's experience. You should be sensitive to voters' needs and treat every voter like a valued guest. When in doubt, err on the side of protecting the voters' right to vote. Remember the South Carolina Poll Manager's Creed: "I will do all I can within the law to help you vote today."<sup>31</sup> If you are prepared, respectful, positive, attentive, and courteous, voters will come away satisfied and more eager to return for the next election.

### Be Prepared

Preparation is key to ensure Election Day runs smoothly at your polling place. One of the most common voter complaints on Election Day is the long line at the polling place. You can significantly reduce this hassle through organization, anticipating issues, and quickly resolving problems as they arise. For example, a poll manager can be prepared by:

- Regularly checking the supplies (like ballots or pens) to prevent a shortage that would halt the voting process;
- Ensuring that entryways are not blocked;
- Researching available resources in advance;
- Having a cheat sheet with answers to frequently asked questions and references you can contact immediately for help; and
- Having alternatives at hand (what alternative IDs are valid, etc.).

### *The Voter Is Your Guest:*

---

- Be Prepared
  - Be Respectful
  - Be Positive
  - Be Attentive
  - Be Courteous
- 

### Be Respectful

Be respectful to each and every voter. Treat all voters with courtesy, regardless of differences in political affiliation, race, gender, age, ethnicity, or religion. The voter has the right to vote without feeling uncomfortable or discouraged.

### Be Positive

The voter's experience, whether good or bad, is marked by your attitude. Work to de-escalate tension if there is confrontation or frustration. If you are supportive and solution-oriented, the voters will have a positive impression of the voting process.

### Be Attentive

As is the case with any customer service, be attentive and responsive. If a voter seems confused, ask if he or she needs help. Be inquisitive, but not disruptive, to make sure voters who want assistance can get it quickly. But be mindful of cues that a voter may want some space.

### Be Courteous

When the voters enter, offer a warm greeting, make eye contact, introduce yourself and let them know you are there to help. Welcome voters by name, if you know them. By making the voters feel valued, they will have a positive impression of the election process and will be more likely to return.

- 
- <sup>1</sup> S.C. Code Ann. § 7-13-110 (2019).
- <sup>2</sup> S.C. Code Ann. § 7-5-120 (2019); South Carolina State Election Commission Poll Managers Handbook – Jan 2020 Edition at 36, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf); Become a Poll Manager, <https://pickenselections.org/become-a-poll-manager/> (last visited Feb. 12, 2020); Poll Manager’s Corner, <https://www.charlestoncounty.org/departments/bevr/poll-managers.php> (last visited Feb. 12, 2020).
- <sup>3</sup> S.C. Code Ann. § 7-13-72; South Carolina State Election Commission Poll Managers Handbook – Jan 2020 Edition at 4, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf); Become a Poll Manager, <https://pickenselections.org/become-a-poll-manager/> (last visited Feb. 12, 2020).
- <sup>4</sup> South Carolina State Election Commission Poll Managers Handbook – 2020 Edition (January 2020) at 4, <https://www.scvotes.org/sites/default/files/SEC%20MNL%201100-201804%20Poll%20Managers%20Handbook.pdf>; Become a Poll Manager, <https://pickenselections.org/become-a-poll-manager/> (last visited Feb. 12, 2020); Poll Worker’s Corner, <https://www.charlestoncounty.org/departments/bevr/poll-managers.php> (last visited Feb. 12, 2020).
- <sup>5</sup> S.C. Code Ann. § 7-13-110; South Carolina State Election Commission Poll Managers Handbook – Jan 2020 Edition at 2-3, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).
- <sup>6</sup> S.C. Code Ann. § 7-13-120 (2019).
- <sup>7</sup> *Id.* § 7-13-110; *Id.* § 7-5-120(B).
- <sup>8</sup> *Id.* § 7-13-110.
- <sup>9</sup> *Id.* § 7-13-120.
- <sup>10</sup> S.C. Code Ann § 7-13-110; South Carolina State Election Commission Poll Managers Handbook – Jan. 2020 Edition, at 2, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).
- <sup>11</sup> South Carolina State Election Commission Poll Managers Handbook – Jan. 2020 Edition at 2, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).
- <sup>12</sup> S.C. Code Ann. § 7-13-72 (2019).
- <sup>13</sup> South Carolina State Election Commission Poll Managers Handbook – Jan. 2020 Edition at 2, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).
- <sup>14</sup> S.C. Code Ann. § 7-13-72; South Carolina State Election Commission Poll Managers Handbook – Jan. 2020 Edition at 2, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).
- <sup>15</sup> South Carolina State Election Commission Poll Managers Handbook – Jan. 2020 Edition, at 7, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).
- <sup>16</sup> S.C. Code Ann. § 7-13-110 (2019). South Carolina State Election Commission Poll Managers Handbook – Jan. 2020 Edition, at 2, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).
- <sup>17</sup> S.C. Code Ann. § 7-13-140 (2019).
- <sup>18</sup> *Id.* § 7-13-130 (2019).
- <sup>19</sup> *Id.* § 7-13-1770 (2019).
- <sup>20</sup> *Id.* § 7-13-72 (2019).
- <sup>21</sup> *Id.*
- <sup>22</sup> *Id.*
- <sup>23</sup> South Carolina Poll Manager Information Page, <https://www.scvotes.org/south-carolina-poll-manager-information-page> (last visited Feb. 12, 2020).
- <sup>24</sup> S.C. Code Ann. § 7-13-110 (2019).
- <sup>25</sup> The Office of Governor Henry McMaster, *Executive Order 2020-08*, (Mar. 13, 2020), <https://governor.sc.gov/sites/default/files/Documents/Executive-Orders/2020-03->

---

[13%20FILED%20Executive%20Order%20No.%202020-08%20-%20State%20of%20Emergency%20Due%20to%20Coronavirus%20\(COVID-19\).pdf](#)

<sup>26</sup> The Office of Governor Henry McMaster, *Executive Order 2020-09*, (Mar. 15, 2020),

[https://governor.sc.gov/sites/default/files/Documents/Executive-Orders/2020-03-15%20FILED%20Executive%20Order%20No.%202020-09%20-](https://governor.sc.gov/sites/default/files/Documents/Executive-Orders/2020-03-15%20FILED%20Executive%20Order%20No.%202020-09%20-%20Closing%20Schools%20Cancelling%20Elections%20Other%20Provisions%20Due%20to%20COVID-19.pdf)

[%20Closing%20Schools%20Cancelling%20Elections%20Other%20Provisions%20Due%20to%20COVID-19.pdf](#)

<sup>27</sup> South Carolina State Election Commission, *Statement on Coronavirus (COVID-19)*, (March 15, 2020),

<https://www.scvotes.org/statement-coronavirus-covid-19>

<sup>28</sup> South Carolina State Election Commission, *March Filing Continues, Candidates Asked to File As Soon As Possible*, (March 19, 2020), <https://www.scvotes.org/march-filing-continues-candidates-asked-file-soon-possible>; Emily Bohatch, *How Will S.C. Vote if Coronavirus Persists? Absentee Ballots Could Crush Local Offices*, The State, March 24, 2020, <https://www.thestate.com/news/coronavirus/article241462961.html>.

<sup>29</sup> S.C. Code Ann. § 7-13-72; Poll Worker's Corner, <https://www.charlestoncounty.org/departments/bevr/poll-managers.php> (last visited Mar. 31, 2020).

<sup>30</sup> We credit BOARD OF ELECTIONS IN THE CITY OF NEW YORK, POLL WORKER'S MANUAL 9-11 (2012) for many of the tips included here. Special thanks to Sharon Dolente, ACLU of Michigan, for her insight and direction on this section.

<sup>31</sup> South Carolina State Election Commission Poll Managers Handbook – Jan. 2020 Edition at 2, [https://www.scvotes.org/sites/default/files/Poll\\_Mgr\\_Handbook\\_January%202020%20Edition%20\(scvotes\).pdf](https://www.scvotes.org/sites/default/files/Poll_Mgr_Handbook_January%202020%20Edition%20(scvotes).pdf).