

WardWalk Guide: Search for a Voter or Address

Step-by-step support for campaign users

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Best for	All users
Guide number	05.2
Keywords	search, address search, voter search, find address, missing address

Who This Guide Is For

This guide is for all users who need to complete this WardWalk task.

Explains how to find a voter or address before logging a visit.

What You Will Learn

- Search by address
- Search by voter name, if available
- Check spelling
- Review search results
- What to do if the address is missing

Before You Begin

- Use the email address approved for your campaign.
- Use a current browser and a stable internet connection.
- Open the WardWalk app link provided in your setup or invitation email.
- Confirm your campaign has approved the data, document, or export you are about to use.

Step-By-Step Instructions

1. Search by address

Use address lookup or address search. Start with street number or street name, choose the best match, and confirm city/town if multiple options appear.

2. Search by voter name, if available

If voter-name search is available for your role and data source, enter enough of the name to narrow results, then confirm the address before logging a visit.

3. Check spelling

Follow the on-screen WardWalk controls for check spelling. Pause and ask your campaign Admin if the task affects users, voter data, exports, or campaign setup.

4. Review search results

Follow the on-screen WardWalk controls for review search results. Pause and ask your campaign Admin if the task affects users, voter data, exports, or campaign setup.

5. What to do if the address is missing

Follow the on-screen WardWalk controls for what to do if the address is missing. Pause and ask your campaign Admin if the task affects users, voter data, exports, or campaign setup.

Privacy reminder

WardWalk may contain sensitive campaign, voter-list, resident, volunteer, and private campaign information. Do not share screenshots, exports, voter-list files, resident notes, or private campaign materials unless authorized by your campaign.

Common Issues

- Upload fails: confirm the file type and remove unnecessary formatting.
- Bad preview: stop and fix the source file before importing.
- Limit reached: confirm the campaign package supports the record count.

Related Guides

- 01.1 - Accept Your Invitation (wardwalk-01-accept-your-invitation.pdf)
- 01.2 - Sign In for the First Time (wardwalk-01-sign-in-first-time.pdf)
- 01.3 - Install WardWalk on iPhone or Android (wardwalk-01-install-on-phone.pdf)
- 01.4 - Understand Your User Access (wardwalk-01-understand-user-access.pdf)

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Still Need Help?

Visit www.wardwalk.ca/support or contact WardWalk Support through the Contact Us form. Please do not include sensitive voter-list data, resident notes, private campaign files, or exported data unless requested by WardWalk through an approved process.