

Secretary
of
State

Guide to
Voter Registration in
California

2006



www.ss.ca.gov

1-800-345-VOTE

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This Guide has been developed by the Office of the Secretary of State to help political parties, voter registration drive coordinators, petition management companies, circulators, and volunteers understand their responsibilities and requirements when helping citizens register to vote.

The Secretary of State has an Election Fraud Investigation Unit that vigorously responds to possible violations of the California Elections Code and the Penal Code relating to election, voter registration, petition, and voter fraud.

If you have questions or witness activity that you suspect may be improper, please contact the Secretary of State's Elections Division at (916) 657-2166.

This publication is for general information only and does not have the force and effect of law, regulation or rule. In case of conflict, the law, regulation or rule will control. Interested persons should obtain the most up-to-date information available because of possible changes in law or procedure since publication of this document.

Published October 2006

CHAPTER I

THE VOTER REGISTRATION CARD

A. THE BASICS OF VOTER REGISTRATION

STATE FORM VERSUS COUNTY FORM

California uses two types of voter registration cards: a state card and a county card. The main difference between the two cards is the pre-printed return address. The state card is printed with the return address of the Secretary of State's Office in Sacramento, while the return address of the county card is specific to one of California's 58 counties. State cards come to the Secretary of State's Office and are then sorted and forwarded to the appropriate county elections office. Each county distributes registration cards with its own elections office as the return address.

The state card is printed in English, as well as in Spanish, Chinese, Japanese, Korean, Tagalog, and Vietnamese, as required by the federal Voting Rights Act (VRA) of 1965. The VRA requires jurisdictions with minority-language residents of over a certain percentage of the population to provide election materials in languages other than English

THE NATIONAL POSTCARD FORM

The national voter registration form is also available for U.S. citizens who live, or have an address, *within* the United States. Citizens using these forms should refer to both the application instructions and the state instructions enclosed with each application.

THE FEDERAL POSTCARD REGISTRATION AND ABSENTEE BALLOT REQUEST (FPCA) FORM

The Federal Postcard Registration and Absentee Ballot Request (FPCA) form is designed for U.S. citizens who reside *outside* the United States and were domiciled in California immediately before leaving the United States. The Help America Vote Act of 2002 (HAVA) has extended the effective period of the FPCA through two regularly scheduled general elections for federal office. These forms are mainly used for military personnel and their families who are temporarily residing overseas. For additional information, visit the Federal Voting Assistance Program's web site at www.fvap.gov.

WHICH CARD TO USE

If your voter registration drive is being conducted exclusively in one county, you should use registration cards distributed by that county elections office containing its pre-printed return address. It is best to use the county-specific forms, since some counties put additional election information on them. It also ensures faster receipt and processing by the local elections officials.

Even if you are conducting a regional voter registration drive involving several counties, you are encouraged to use registration cards specific to each county.

Although it is usually best to use county-specific cards, you may want to use the state card if you are planning a statewide voter registration drive. For example, you might plan to register voters at an event or activity that will attract persons from many different counties. Completed state cards are mailed to the Secretary of State's Office in Sacramento, where they are then sorted and forwarded to the appropriate county elections office.

Properly completed registration forms are considered valid and timely when postmarked by the U.S. Postal Service or hand delivered to the county elections office on or before the 15th day prior to the election. Registration deadlines are the same for all voter registration forms, regardless of whether they are received by the Secretary of State or by the counties.

While it is preferable to use either the state or county-specific card, there are certain instances when use of the National or the Federal Postcard Registration and Absentee Ballot Request form is more appropriate. In these cases, the forms should be used to meet the specific needs of the voter. They should not be used as the main forms for registering voters currently living in California.

WHERE TO OBTAIN VOTER REGISTRATION CARDS

To get county voter registration cards, contact the appropriate county elections official. Appendix "A" contains a complete list of contact information for each county elections office.

Elections Code § 2158 specifies that voter registration cards must be provided in sufficient quantities to any citizen or organization who wishes to distribute the cards, with the exception that county elections officials may decline to give cards to anyone who has been convicted of violating voter registration laws within the last five years. The elections official may require anyone wishing to conduct a voter registration drive to submit, in writing, a reasonable plan for the distribution of voter registration forms before agreeing to provide a supply of cards for the drive.

Any individual, group or organization requesting 50 or more state voter registration cards from the Secretary of State's Office must complete and submit a Statement of provided the requested registration cards.

For your convenience, the Statement of Distribution form is available on the Secretary of State's web site at http://www.ss.ca.gov/elections/elections_vr.htm and by clicking on: Statement of Distribution Form. The completed statement and plan of distribution can either be faxed to the Secretary of State's Office at (916) 653-3214, or mailed to:

Office of the Secretary of State
Elections Division
1500 11th Street, 5th Floor
Sacramento, CA 95814

Upon receiving a completed request by fax or mail, the Elections Division will process the request within 48 hours. For additional assistance, please contact the Secretary of State's Elections Division at (916) 657-2166.

National Voter Registration Application forms and Federal Postcard Registration and Absentee Ballot Request forms can be obtained at the county elections office (refer to Appendix A for contact information) or on the Secretary of State's web site at www.ss.ca.gov/elections/english.pdf and <http://www.fvap.gov/>.

If you want to conduct a mass mailing of voter registration forms without targeting unregistered, eligible citizens and without the intended recipients having asked for the forms, the Secretary of State will work with you to design a distribution plan in order to ensure cards are not wasted. Some organizations offer to pay the printing costs for the voter registration forms themselves.

HOW TO RETURN COMPLETED REGISTRATION CARDS

Completed cards may be returned either by mail or in person. If an individual accepts a completed card from a registrant, that card must be returned to the county elections official or Secretary of State ***within three days of receiving it***.

CAN A REGISTRATION CARD FROM ONE COUNTY BE USED TO REGISTER A RESIDENT OF ANOTHER COUNTY?

Yes. If a resident of one county uses another county's form to register, the county that receives the form will forward it to the proper county, pursuant to Elections Code § 2114. However, it is best to use the county-specific cards whenever possible to avoid delays in getting the registrant on the voter rolls.

DEADLINE FOR VOTER REGISTRATION

Even though citizens can register to vote at any time, if they want to vote in an upcoming election, they must register no later than 15 days before that election. A completed registration card delivered in person to an elections office must be received no later than 15 days before an election. (Elections Code §§ 2102 and 2107) If the elections official receives a mailed card that is postmarked on or before 15 days before the election, or a registration is completed at the Department of

Motor Vehicles by that deadline, it is treated as timely received. By law, the name, residence address, date of birth, state or country of birth, and driver's license or state identification card number (or last four digits of the Social Security number if no driver's license or state identification card has been issued to the registrant), must be provided and the form must be signed under penalty of perjury before a registration can be deemed to be valid and the voter can be treated as actively registered.

WHO CAN REGISTER TO VOTE

In order to register to vote, a person must:

- Be a citizen of the United States;
- Be a resident of California;
- Be at least 18 years of age at the time of the next election;
- Not be in prison or on parole for the conviction of a felony; and
- Not have been deemed by an appropriate court to be mentally incompetent.

CITIZENSHIP

The most basic requirement for registering to vote is United States citizenship. Citizenship is defined in both federal and state law. The 14th Amendment to the United States Constitution states, "All persons born or naturalized in the United States and subject to the jurisdiction thereof, are citizens of the United States and of the state wherein they reside." A person is not a citizen simply because he or she resides in California or is married to a U.S. citizen.

While federal law requires the voter to check a box on the registration form to indicate that he or she is a U.S. citizen, Elections Code § 2111 says that an individual who signs an affidavit of registration under penalty of perjury is assumed, in the absence of contrary information, to be a citizen. Elections Code § 2112 additionally states that an affidavit of registration is proof of citizenship for voting purposes only; it cannot be used to prove citizenship for any other purpose.

RESIDENCY

Section 3 of Article II of the California Constitution requires the Legislature to "define residence." A residence, for purposes of voter registration, is the address specified by the voter. A voter may have more than one residence, but may only register to vote at the one he or she considers his or her domicile. For example, a voter may have homes in Red Bluff and San Diego, spending a portion of his or her time in each. In this case, the voter should register at the one address he or she considers the principal residence, at which he or she has the intention of remaining, and to which he or she, when away, intends to return.

A person's residence status depends upon both his or her action and intent. If he or she moves to another state or another country, but intends to return, that person

may still claim residency in California. However, he or she cannot register in another state and also continue to vote in California.

If a person is in the service of the United States or the State of California, that person may retain residency in California for voting purposes if stationed elsewhere. (Elections Code § 2025.)

A college student may register to vote either at his or her college address, or at his or her hometown or parent's address, whichever is the address he or she considers primary, and to which he or she intends to return. Students should be sure to fill out the prior registration part of the form to cancel their previous registration no longer in effect when re-registering at the college address.

In a 1985 Court of Appeal decision, the court held that a homeless person may register to vote at a location deemed by the voter to be a dwelling place or place of habitation for that voter. A mailing address needs to be provided in order for the voter to receive election materials.

MOVING PRIOR TO OR AFTER THE CLOSE OF REGISTRATION

A registered voter who moves after the 15th day prior to an election may return to his or her previous polling place and vote under the provisions of Elections Code § 2035 or, in some circumstances, vote at his or her new polling place under the fail-safe provisions set forth under the National Voter Registration Act (NVRA).

The NVRA permits a voter who moves within the same county and the same congressional district, and who does NOT re-register to vote prior to the close of registration, to cast a ballot in federal elections. Elections Code § 14311 extends "fail-safe/provisional" voting to all elections in California, not just those having federal offices on the ballot.

The state "fail-safe/provisional" voting procedure applies to any registered voter who has moved within the same county.

AGE

Anyone 18 years of age or older at the time of an election may register and vote. Persons who are 17, but will become 18 on or before the next election date, are also eligible to register to vote while they are still 17 years old.

IN PRISON OR ON PAROLE FOR THE CONVICTION OF A FELONY

An individual who is convicted of a felony loses the right to register and vote during the term of the prison sentence and the parole period. Once the parole period is completed, the person's eligibility to register and vote is restored. For more information on the rights of people who have been incarcerated, please see the Secretary of State's [Voting Guide for Inmates](http://www.sos.ca.gov/elections/sharing-ideas/a-voting-guide-for-inmates.pdf) at <http://www.sos.ca.gov/elections/sharing-ideas/a-voting-guide-for-inmates.pdf>.

MENTAL INCOMPETENCY

A person found by an appropriate court to be mentally incompetent may not register to vote. The registration of any voter found by a court to be mentally incompetent for voting purposes must be canceled by the county elections office. (Elections Code §§ 2208, 2209, 2210, and 2211.)

WHO CAN REGISTER PEOPLE TO VOTE

You do not need to be a registered voter, or a particular age, or even a resident of the area, in order to register voters. But if you help someone fill out the registration card, you do have to fill in and sign the form in the spaces provided for that purpose. (Box 12)

Elections Code § 2158 gives county elections officials the authority to decline to give voter registration cards to anyone who has been convicted of violating voter registration laws within the last five years.

DEPUTY REGISTRARS OF VOTERS

While you do not need to be deputized to register voters, many counties appoint official deputy registrars of voters. These deputy registrars must be registered voters. If you are interested in becoming an official deputy registrar, contact your county elections official.

PARTISAN POLITICAL ACTIVITY WHILE REGISTERING VOTERS

Any person may, while registering voters, conduct partisan political activity. The law does not restrict your free speech rights when conducting a voter registration drive. Common courtesy and common sense, however, should be practiced.

YOU MUST YOU GIVE A VOTER REGISTRATION CARD TO ANYONE WHO REQUESTS ONE

It is the long-held opinion of the Secretary of State's Office that persons conducting voter registration drives must give a blank voter registration card to anyone who asks for one, even if you only have two blank forms available. This opinion is based on both Elections Code § 2158, which states: "Any citizen or organization that distributes voter registration cards shall give a voter registration card to any elector requesting it, provided that the citizen or organization has a sufficient number of cards," and Section 20001(g)(1) of Title 2 of the California Code of Regulations, which states: "The person or persons distributing such cards to potential registrants will not neglect or refuse to give a voter registration card to any elector requesting one for the purpose of registering to vote."

A PERSON NEED NOT BE ABLE TO SPEAK AND/OR WRITE ENGLISH IN ORDER TO REGISTER TO VOTE

Prior to 1970, in order to register to vote, a Californian had to demonstrate that he or she could read the U.S. Constitution in English and write his or her name. The federal Voting Rights Act Amendments of 1970 and subsequent decisions of the California Supreme Court allow citizens to register and vote who speak or write in a language other than English. Elections Code § 2103 states “[T]he intent of the Legislature [is] that non-English-speaking citizens, like all other citizens, should be encouraged to vote. Therefore, appropriate efforts should be made to minimize obstacles to registration by citizens who lack sufficient skill in English to register without assistance.”

There is no literacy requirement for participation in the elections process. If a person cannot read or write in any language, the person may be assisted in completing the voter registration form. The person assisting must also sign and date the completed registration form in the space provided for that purpose. (Elections Code § 2150.)

YOU CANNOT CHARGE SOMEONE A FEE TO REGISTER TO VOTE

The 24th Amendment to the U.S. Constitution prohibits the use of any poll or other tax as a way to deny people the right to vote. Additionally, Elections Code § 2121 states, “No fees may be charged for registration.” A person may, however, solicit campaign contributions while registering voters, as long as that is not a condition for allowing an eligible citizen to register to vote.

REGISTRATION IS PERMANENT

If the voter remains an active voter and responds to any confirmation mailings from the elections official, the registration remains in effect. However, a voter must re-register if he or she moves. It is important to notify the county elections official in writing of any change of address or name change so that the voter will remain properly registered.

If a voter does not vote in two federal general elections in a row, the county elections official will attempt to contact the voter. If the voter fails to respond to the confirmation notice, the county elections official may place that voter’s record in an inactive file and he or she will not be mailed any official election material.

CANCELLATION OF A VOTER’S REGISTRATION

Reasons for canceling a voter’s registration are specified in Elections Code § 2201 and include:

- (a) At the signed, written request of the person registered.
- (b) When the mental incompetence of the person registered is legally established as provided in Sections 2208, 2209, 2210, and 2211.

- (c) Upon proof that the person is presently imprisoned or on parole for conviction of a felony.
- (d) Upon the production of a certified copy of a judgment directing the cancellation to be made.
- (e) Upon the death of the person registered.
- (f) Upon failure to determine residency through residency confirmation procedures.
- (g) Upon official notification that the voter is registered to vote in another county or state.
- (h) Upon proof that the person is otherwise ineligible to vote.

A voter who moves outside the county or state should notify the elections official to cancel his or her voter registration. This may be done by contacting the elections office directly or by re-registering in the new location and indicating in the prior registration portion of the card the address where the voter was previously registered. The elections official at the new address will then notify the elections official at the old address to cancel the previous registration.

A voter who moves within a county should notify the elections official to update the voter's registration.

CHANGE OF POLITICAL PARTY OR VOTER'S NAME

If the voter wishes to change his or her political party affiliation that is indicated on the affidavit of registration, the voter must complete a new registration card, including the prior registration and identification number portions of the card. (Elections Code § 2152.) A similar procedure may be followed if the voter wishes to indicate a change of name, such as when changing from a maiden name to a married name. (Elections Code § 2115.) Be sure to provide your driver's license or state identification card number in the space provided.

THE DISTRIBUTOR MAY NOT FILL IN THE BLANKS ON VOTER REGISTRATION CARDS

The distributor or circulator may not fill in the blanks on the voter registration card unless the person registering asks for that help. The registrant or a person the registrant asks to assist him or her must complete the registration card in its entirety and exactly as the registrant requests; the person helping fill out the card must also fill in all required information in Box 12. Cards with any pre-filled "blanks" may not be used.

Elections Code § 2162 specifically states, in relevant part:

- (b) No voter registration card shall be altered, defaced, or changed in any way, other than by the insertion of a mailing address and the affixing of postage, if mailed, or as otherwise specifically authorized by the Secretary of State, prior to distribution of the cards.

(c) The affidavit portion of a voter registration card shall not be marked, stamped, or partially or fully completed by any person other than an elector attempting to register to vote or by a person assisting the elector in completing the affidavit at the request of the elector.

SIGN UNDER PENALTY OF PERJURY

To be valid, a voter registration card must include the signature of the voter indicating that he or she certifies under penalty of perjury that the information on the form is accurate. Perjury is punishable by imprisonment in state prison for up to four years.

INFORMATION ON VOTER REGISTRATION CARDS IS CONFIDENTIAL

Elections Code § 2194 requires that personal information provided on voter registration cards is confidential but may be released to persons who intend to use that information for election, scholarly, journalistic, or political purposes, or for governmental purposes, as determined by the Secretary of State. However, the driver's license/identification card or Social Security number and the voter's signature may not be released even for the uses listed above.

Anyone wishing to order a copy of the voter file must complete an application that requires his or her driver's license or state identification card number. The person applying must also show the identification to the elections office to verify this number.

Voter registration lists may be purchased from the county or from the Secretary of State for the above-listed purposes only. **Voter rolls may not be used for commercial purposes.**

Some people believe that if they register to vote, they will be selected to serve on jury duty. Jury duty records are compiled from a variety of sources, including from the Department of Motor Vehicles records. Voter registration lists are only one of the sources from which potential jurors are recruited.

A PHOTOCOPIED OR OTHERWISE DUPLICATED VOTER REGISTRATION CARD CANNOT BE USED

Only the official registration card may be used. If you run out of forms, obtain more from the county elections office or from the Secretary of State's Office.

You may not print voter registration cards in the newspaper, in newsletters, or elsewhere. You may print and publish a *request* for a voter registration card which, when filled out and returned by the citizen, would trigger an official voter registration card to be mailed to that person for them to complete and return.

RETURNING THE COMPLETED CARD

Once the voter has completed a registration form, he or she may return it to the elections official in one of three ways: in person, by mail, or through a third party or circulator.

The circulator **must** return the card either in person to the county elections office or deposit it in the mail within three days (excluding Saturdays, Sundays, and state holidays) of receiving it from a voter. (Elections Code §§ 2138 and 18103.)

The circulator may not refuse to allow a voter to return a completed card for him or herself, or in any way interfere with the prompt transfer of a completed card from a voter to the elections office.

OFFERING INCENTIVES FOR REGISTERING VOTERS

Federal Law: 42 U.S.C. §1973i(c) makes it unlawful in an election in which a federal candidate is on the ballot (which, in California, is *every* statewide election), to knowingly and willfully pay, offer to pay, or accept payment for registering to vote or for voting. Violations are punishable by imprisonment for up to five years. Any type of incentive is considered "payment," even things as seemingly innocent as cookies or admission to an entertainment event.

IMPORTANT NEW VOTER REGISTRATION IDENTIFICATION REQUIREMENTS

It is important that every registration form be completed as completely and clearly as possible, and that voters register as early as possible to avoid problems near the registration deadline.

THE VOTER MUST PROVIDE IDENTIFICATION

1. Starting in 2006, federal and state laws require that **every** person who registers to vote **must** provide identification when they register to vote, if they have it.
2. Persons registering to vote must provide their California driver's license or state identification card number --- if they have one.
3. If they do not have a driver's license or state identification card, they must provide the last 4 digits of their Social Security Number.
4. If they do not have a driver's license or state identification card number, or a Social Security Number, they can still register to vote. After confirming that the applicant does not have either a driver's license or state identification card number or a Social Security Number, the county elections office will assign a unique identification number to the voter.

THE ELECTIONS OFFICIAL MUST VERIFY THE IDENTIFICATION BEFORE THE APPLICANT IS REGISTERED AND ELIGIBLE TO VOTE

1. The elections office must verify with the Department of Motor Vehicles (DMV) whether the driver's license or state identification card number provided on the registration form is the correct number.
2. If the voter does not provide a driver's license or state identification card number, the elections office must verify with DMV that the voter does not have a driver's license or state identification card.
3. If the voter does not provide a driver's license or state identification card number, and the elections office verifies that fact with DMV, and the voter has provided the last 4 digits of his or her Social Security Number, the elections office must verify this information with the Social Security Administration.
4. If the voter does not provide a driver's license or state identification card number, or the last 4 digits of his or her Social Security Number, and the elections office verifies that the voter does not have either number, the elections official will then assign the voter a unique identifying number.
5. If the voter does not provide a driver's license or state identification card number, or the last 4 digits of his or her Social Security Number, but the verification check with the DMV indicates the voter does have a number, the voter's registration will be updated to include that number.

B. FILLING OUT THE VOTER REGISTRATION CARD

THERE ARE THREE PORTIONS TO EACH CARD:

- **The Registration Portion.** This is used to register the voter, is detachable and can be mailed to the elections official. No postage is required.
- **The Instruction Portion.** This part of the card describes how the registration form should be completed. Circulators should be careful to read these instructions before registering voters. The instructions also describe how and when the registration portion must be returned to the elections official.
- **The Stub.** This is the voter's receipt. A number is printed on the stub, which corresponds with the number in the lower right-hand corner of the registration portion of the card. Anyone assisting in registering a person to vote and returning the completed affidavit to the elections office on behalf of the newly-registered voter must fill out the information required on the stub, and give the stub to the person who is registering to vote. (Elections Code § 2158.)

COMPLETE THE CARD IN ITS ENTIRETY

Make sure that the person registering to vote fills out the voter registration card completely. Any omission of required information may delay or invalidate registration. As mentioned previously, not providing the required identification information may slow down the process while the information is obtained.

MOST COMMON OMISSIONS

- **Missing Identification Information:** Failure to provide the required driver's license number, state identification card number, or the last four digits of the Social Security Number may cause delays. Registrants should fill in the proper identification number if they have one.
- **County:** People are accustomed to writing their city and state, but not identifying their county of residence when writing their address. Information about the person's county is requested in two places on the card: (Box 2) the residence address portion and (Box 10) prior registration portion.
- **Citizenship Oval:** There is an oval and statement above the voter's declaration and signature box where the registrant should check both their citizenship and age eligibility declarations.
- **Birthplace:** Many people name a city rather than a state or foreign country; a state or foreign country is the proper information to put on the card (Box 6).
- **Signature:** Local elections officials cannot accept unsigned cards.
- **Date:** The person must put the date the card was completed and signed. This can be particularly important as the deadline for voter registration for an upcoming election approaches, in case there are legal challenges.
- **Prior Registration:** This section must be completed whenever the voter has been registered before, whether in California or in another state.

(NOTE: Failure to complete the information requested in the sections listed above may result in the person not getting registered in a timely manner.)

USE INK OR OTHER NON-ERASABLE MATERIAL

The card should be filled out using an ink pen or other substance that cannot be erased or altered. It is preferable that black, navy blue or other dark ink be used.

PRINT LEGIBLY

It is very important that all information on the card be legible. If officials cannot read the information on the card, they cannot enter the voter's name onto voter rolls and assign him or her to the proper precinct and districts.

WHAT HAPPENS IF THE CARD IS NOT FILLED OUT COMPLETELY?

If the form does not have all the required information, but the telephone number is readable, the elections official must try to call the person and collect the missing information.

If the telephone number is either not provided or cannot be read, the elections office must try to contact the voter at his or her address to get the missing information.

If neither the telephone number nor the address is provided or readable, the registration card will be rejected and the person will not be eligible to vote.

COMPLETING EACH SECTION OF THE CARD

Elections Code § 2150(a) specifies what information must be provided on a registration form.

Box 1: NAME

Print first name, middle name (or initial), and last name. The title Mr., Mrs., Miss, or Ms. is optional. Using a husband's name, i.e., Mrs. John Jones, is not allowed.

Box 2: ADDRESS

This needs to be the address where the person lives or considers his or her residence. A person might have more than one residence address, but can be registered to vote at only one. For example, a student who attends college in Community A may also have a residence at his or her parents' address in Community B. He or she should register to vote at whichever residence he or she considers primary, but may not register at both.

A post office box or business address may not be used as a residence address.

Be certain that the person includes all of the information requested, including the apartment number (if any), the California county (**not country**), and the zip code.

Box 3: IF NO STREET ADDRESS

A person does not need to have an address that includes a house number and street name to register to vote. However, the person must provide a description of the location that is clear enough for the elections official to establish that person's right to vote in a particular precinct so that the accurate election materials can be

provided to them. Persons who are homeless do not lose their right to register and vote.

Many persons, particularly in rural areas, do not have house numbers. In this case, the person should indicate in Box 3 a description of the location of his or her residence, using cross streets, landmarks, or other information to pinpoint as precisely as possible where the person lives.

BOX 4: MAILING ADDRESS

If a person receives mail at a different location than where he or she lives, that address for mailing should be provided in Box 4. For example, if a person receives his or her mail at a post office box, that box number may be used if that is where the person wishes his or her election materials to be sent.

BOX 5: DATE OF BIRTH

Section 2 of Article II of the California Constitution provides that, "A United States citizen 18 years of age and resident in this state may vote." If a person will be 18 years old, or older, by the date of the next election, he or she can register to vote. The information in Box 5 indicates to the elections official whether the person registering meets this basic eligibility requirement.

BOX 6: PLACE OF BIRTH

The person should indicate the name of the state in the United States or the name of the foreign country where he or she was born.

BOX 7: CALIFORNIA DRIVER'S LICENSE OR IDENTIFICATION CARD NUMBER OR, IF NONE, PARTIAL SOCIAL SECURITY NUMBER

Under Elections Code § 2150 and the Help America Vote Act of 2002 (HAVA), an applicant *must* provide a driver's license or state identification card number where it is requested on the form. If an applicant does not have a driver's license or state identification card number, the applicant must provide the last four digits of his or her Social Security Number. If an applicant has neither, the state will assign a unique identifier for the voter and processing the voter registration will take longer.

BOX 8: TELEPHONE NUMBER (OPTIONAL) AND E-MAIL ADDRESS (OPTIONAL)

Although this is optional information and provided only at the voter's choice, the telephone number can be very important to elections officials. Elections Code § 2153 specifies that if a registration card does not contain all the necessary information, the elections official shall telephone the voter and attempt to collect it. A legible phone number may help guarantee that a person will be properly and timely registered to vote. Be sure to include an area code along with the phone number.

BOX 9: POLITICAL PARTY

This is where the person registering to vote indicates with which political party, if any, he or she wishes to affiliate. (Elections Code § 2151.)

There are currently seven qualified political parties in California:

- American Independent Party
- Democratic Party
- Green Party
- Libertarian Party
- Natural Law Party
- Peace and Freedom Party
- Republican Party

Information regarding these parties may be obtained by calling or writing the chairperson for each party. For political party information, please refer to the Secretary of State web site at http://www.ss.ca.gov/elections/elections_parties.htm. Appendix "B" contains a list of party chairpersons. There are also party statements in the state Voter Information Guide/Ballot Pamphlet mailed to every household with a registered voter and available on the Secretary of State's web site at: http://www.ss.ca.gov/elections/elections_i.htm.

A voter may choose not to affiliate with any political party by marking the "decline to state" box on the form. Decline to state is the box to mark if the voter wants to receive non-partisan or "independent" primary election ballots. Decline to state voters may be able to vote for a candidate of a specific party in a primary election. Decline to state voters may request, from their county elections official or at their polling place, the ballot of a political party if authorized by the party's rules and duly noticed to the Secretary of State. For a listing of participating political parties, please refer to the Secretary of State's web site at http://www.ss.ca.gov/elections/elections_decline.htm or call 1-800-345-VOTE. If the decline to state voter does not request such a ballot, the voter will be given a nonpartisan ballot, containing only the names of all candidates for nonpartisan offices and measures to be voted upon at the primary election.

BOX 10: PREVIOUS REGISTRATION

Often when a person moves, he or she will re-register to vote at the new address without thinking to ask the elections official at the old address to cancel the old registration. Be sure to mark both the bubble indicating "Yes" or "No" and to fill in the requested information in this section.

Completing Box 10 will automatically trigger the cancellation of out-of-date and incorrect voter registrations. If a person has been registered to vote several times previously, the most recent registration information should be given.

If a person changes his or her name, he or she should indicate the new name in Box 1 and the former name in Box 10.

A voter may also use this part of the voter registration card to select a new political party affiliation. To do so, the person should indicate in Box 9 with which political party, if any, he or she now wishes to be affiliated, and indicate his or her prior party affiliation in Box 10.

BOX 11: PERMANENT ABSENTEE VOTER/ADDITIONAL INFORMATION

Various counties will use Boxes 11, 14 and 15 to collect information about a voter's need for election materials printed in a language other than English, availability for serving as a poll worker, provide a polling site, or other purposes. The Secretary of State's Office uses Box 11 to provide voters the opportunity to apply for permanent absentee voter status; Box 14 to solicit poll workers or sites; and, Box 15 to seek ethnic background information. Completing these boxes is optional. The words "For Office Use" may be printed in one or more of the boxes, and the person registering to vote should not write anything in sections so marked.

As noted in the section relating to "Most Common Omissions" on page 11, it is also important to complete the following sections of the form.

BOX 12: SIGNATURE OF PERSON ASSISTING

Elections Code § 2150 provides that if any person helps a citizen complete a registration form, that person must sign and date the form below the signature of the person registering.

Elections Code § 2159 requires any person who is paid to take back and turn in the completed registration form to **sign the card in his or her handwriting**. This section also requires the person to write directly on the registration form his or her full name, telephone number and address, and the name and telephone number of the person, company, or organization, if any, that is paying money or other valuable consideration for the completed affidavit of registration. This information needs to be written in by hand; do not use a stamp or sticker.

BOX 13: SIGNATURE/CITIZENSHIP, AGE, DECLARATION AND DATE BOX

All persons registering to vote must mark the "Yes" or "No" boxes to answer the questions if they are United States citizens and at least 18 years old by the next election date. They also must sign the form and swear that its contents are truthful before the card can be treated as valid. A person should sign his or her name using the name as he or she printed it in Box 1 of the card.

When a person signs a voter registration form, he or she is certifying, under penalty of perjury, that he or she is a citizen of the United States, will be at least 18 years of age by the day of the next election, is not in prison or on parole for the conviction of a felony, and that the information provided on the voter registration form is true and correct. Each voter should read and understand the statement and warning on the card before signing it.

Elections Code § 2150 allows a person who is unable to write his or her name to sign the registration card with a mark or cross.

Elections Code § 2150 requires each person registering to vote to date the card in the space immediately after the signature. Date of execution is important, especially during periods close to registration deadlines.

SERIAL NUMBER (FOUND IN BOX 13)

A serial number is printed on every registration form. The first two digits indicate whether the card is a state or county-specific card. The numbers 01 through 58 are county codes; numbers 59 through 66 indicate that the card belongs to the Secretary of State. The remaining two letters and six digits are unique to each voter, and identify that voter registration form. This same number is also printed on the registration form stub.

BOX 14 AND BOX 15 OPTIONAL SURVEY AND OPTIONAL ETHNIC BACKGROUND BOXES

Box 14 is optional polling place and poll worker information for the voter to complete. Box 15 is optional ethnic background information for the voter to complete.

BLANK BOXES (REFER TO BOX 11 ABOVE)

Blank boxes on the card are for county elections office use only and should not be printed in, filled in, or otherwise marked in any way.

REGISTRATION FORM RECEIPT (BOTTOM OF FORM)

As mentioned previously, there is a receipt stub at the bottom of the form that also has the serial number on it. If someone takes your completed registration form and intends to return it to the elections office for you, you should have them sign the stub and provide their address, telephone number and the date. This gives you a way to track down the form if it does not get processed quickly and helps you demonstrate you filled out a form and intended to register to vote.

CHAPTER II

THE VOTER REGISTRATION DRIVE

A. PLANNING THE VOTER REGISTRATION DRIVE

CONTACT YOUR LOCAL ELECTIONS OFFICE

Planning is the first step of a successful voter registration drive. Your county elections office can provide you with the materials you need to get started, as well as offer good advice about how to conduct a successful registration drive. For a list of county elections offices, refer to Appendix A.

DO YOUR HOMEWORK

After consulting with the elections office and getting all the appropriate resources, you need to do some homework. While it is possible to simply take voter registration forms to any street corner and distribute them, it is worth your time and effort to approach your registration drive a little more carefully by gathering some data and targeting your voting population.

GATHER SOME DATA

How many persons in your target jurisdiction are 18 years old or older? This information is available from various census publications (more on this below). Congressional district information can be found in the Congressional District Atlas, while county and city information can be obtained in the General Population Characteristics publication, which is usually available at any local library; many are also on the Internet. These and other publications can also be ordered from:

U.S. Government Printing Office
710 N. Capitol St., NW
Washington, DC 20401
(202) 512-0132

Government Printing Office Bookstore
Arco Plaza, Level C
505 S. Flower St.
Los Angeles, CA 90071-2181

Of the total voting age population, how many people are actually registered to vote? How many are not registered? Why, in your best judgment, are those people not registered to vote? Who and where are they? Who do you want to reach in your registration drive?

Answering these questions will help you define the scope of your voter registration drive, as well as determine the resources you will need to meet your goals. It may also make the way you approach your efforts more effective and your drive more successful.

THE DISTRIBUTION PLAN

Section 20001(g) of Title 2 of the California Code of Regulations requires any person or organization asking for more than 50 voter registration forms from the county elections official to complete a distribution plan. This plan should describe how the drive will be organized, what groups will be targeted, what methods will be used to distribute cards, acknowledgement that organizers are aware of and will follow the laws and rules relating to voter registration, and similar information.

PAYING INDIVIDUALS TO ASSIST OTHERS IN REGISTERING TO VOTE

Elections Code § 2159.5 requires any person, company, or organization that is paying people to assist others in registering to vote to make sure that the people they have hired for this purpose properly complete Box 12 of the voter registration form. This means that any such person, company, or organization has to do the following:

1. Maintain a list of the names, addresses, and telephone numbers of all individuals that the person, company, or organization has agreed to compensate for assisting others to register to vote;
2. Provide each individual who is being compensated for assisting others to register to vote with a written statement of that individual's personal responsibilities and liabilities under Elections Code §§ 2138, 2139, 2150, 2158, 2159, 18100, 18101, 18103, 18106, 18108, and 18108.5, and receive from the individual, and maintain for at least three years, a written acknowledgment that the individual received the written statement;
3. Not pay any individual who does not comply with the requirements of Elections Code § 2159, which states that "any person who, in exchange for money or other valuable consideration, assists another to register to vote by receiving the completed affidavit of registration from the elector, shall sign in his or her handwriting and affix directly on the affidavit of registration his or her full name, telephone number, and address, and the name and telephone number of the person, company, or organization, if any, that agrees to pay money or other valuable consideration for the completed affidavit of registration."
4. When submitting the affidavits to the elections official, identify and separate the affidavits into groups, with a signed acknowledgment attached to each group indicating that either (a) the group is in compliance with Elections Code §§ 2150 and 2159, or (b) the group is not in compliance with Elections Code §§ 2150, 2159, or both.

CHAPTER III

TRAINING YOUR TEAM

TRAINING IS IMPORTANT!

It is critical that everyone working for you, or under your direction, understands the procedures and laws relating to voter registration. Be certain that each person knows the eligibility requirements for registration (refer to the section on Who Can Register to Vote in this publication on page 3 and our web site at http://www.ss.ca.gov/elections/elections_vr.htm) and how important it is for the voter to fill in correct and complete information on the card. If your workers give out incorrect information, they, and possibly you, may inadvertently deny a qualified citizen the ability to register to vote, or register a person who is not qualified to vote. There are criminal penalties for denying qualified citizens the opportunity to register to vote.

Please also pay close attention to the new identification information now required on forms for successfully registering to vote. Refer to the Secretary of State web site at http://www.ss.ca.gov/elections/voterred/whats_new.pdf and pages 10, 20 and Appendix E of this guide. .

ASK YOUR LOCAL ELECTIONS OFFICIAL

Most local elections officials conduct voter registration training programs. Many also have printed material or other resources that might be useful in training your workers and volunteers. Be sure to contact your local elections office about training everyone involved in your registration drive.

BASIC INFORMATION

The following information can be shared with your workers or volunteers to assist them in answering questions about voter registration. Be sure each person understands that if he or she does not know the answer to a question, he or she should tell the voter to contact the appropriate elections official. Workers and volunteers can take the following “Sample Voter Registration Information Sheet” and the “Commonly-Asked Questions Sheet” with them when registering voters. It is not appropriate to “guess” at answers when dealing with this most basic tool of democracy.

Sample Voter Registration Information Sheet

WHO IS ELIGIBLE TO REGISTER TO VOTE?

Anyone can register to vote if he or she:

- Is a United States citizen;
- Is a resident of California;
- Will be at least 18 years of age at the time of the next election;
- Is not in prison or on parole for a felony conviction; and
- Has not been deemed by an appropriate court to be mentally incompetent.

WHEN MUST YOU RE-REGISTER TO VOTE?

- You must re-register to vote whenever you change your residence address.
- You must re-register if you wish to change your political party affiliation.
- You do not need to re-register to vote just because you did not vote at the last election.
- You are not required to re-register if you change your name, but it is recommended that you do so.

NEW IDENTIFICATION REQUIREMENTS

- To register or re-register to vote after January 1, 2006, voters must provide a California driver's license or state ID number, if they have one, in the fields provided on the voter registration form. If the voters do not have either of these, they must provide the last four numbers of their social security number in the field provided.
- The elections official must verify each voter's ID number before putting him/her on the list of registered voters, so be sure to register well in advance of the election.
- Some people who registered by mail for the first time in California and did not fill in their ID number may have to show ID when they vote at a polling place, or include a photocopy of their ID with their absentee ballot. Contact the local elections officials if you have questions. You may obtain contact information by calling 1-800-345-VOTE or by visiting our web site at http://www.ss.ca.gov/elections/elections_d.htm.

NOTE: Always be sure to complete Box 10 of the voter registration card if you have ever been previously registered to vote.

COMMONLY ASKED QUESTIONS

When is the last day I may register to vote for an election?

Registration closes for purposes of voting on the 15th day before the election.

Who can register to vote?

Any U.S. citizen may register to vote if he or she is or will be at least 18 years old by election day, a resident of California, has not been legally judged mentally incompetent to do so, and is not imprisoned or on parole for the conviction of a felony.

If I do not provide my driver's license number, can I still register to vote?

Federal and state law require you to provide an identification number. If you have a driver's license or state identification card, you **must** provide the number. If you have neither, you must provide the last four digits of your Social Security Number. If you have none of these forms of identification, a unique identifier will be assigned to you. But if you do have one of these documents and the elections official is able to locate it, the number will be applied to your voter registration record.

I have just moved. Do I need to re-register?

Yes. The voter rolls should always have the address where you currently live.

I want to change political parties. Do I need to re-register?

Yes. Be certain to complete Box 10 of the voter registration form with your previous registration information.

I did not vote in the last election. Do I need to re-register?

No. In general, you are registered for as long as you live at the same address, and you should continue to receive election materials in the mail.

I will be 18 years old on Election Day, but after the registration deadline. May I register to vote?

Yes, since you will be 18 years of age on or before the election date.

If a person does not vote in a primary election, will he or she be able to vote in the following November general election?

Yes.

I have moved. May I change my address over the phone?

No. You should notify the elections official by mail.

I just moved next door (or to another apartment in the same building). Do I need to re-register?

You should re-register whenever you change your residence address.

I am away at school. Do I use my college or my parents' address?

You may use whichever one you consider to be your domicile, but not both.

I am on parole for a felony. May I register to vote?

No. You may register when your parole period is completed.

My husband is out of town but needs to register. May I sign him up?

No. He must sign the card himself, under penalty of perjury. He can complete the voter registration card and mail it from wherever he is. He may also apply for a registration form via the Internet at the Secretary of State's web site: http://www.ss.ca.gov/elections/elections_vr.htm .

If I register to vote will I be called for jury duty?

Jury duty lists are compiled from a variety of sources, including Department of Motor Vehicles records and voter registration lists.

CHAPTER IV

REGISTRATION PENALTIES

A. PENALTIES FOR THE VOTER

PERJURY

A voter registration card is signed under penalty of perjury. Penal Code § 118(a) defines perjury as follows:

Every person who, having taken an oath that he or she will testify, declare, depose, or certify truly before any competent tribunal, officer, or person, in any of the cases in which the oath may by law of the State of California be administered, willfully and contrary to the oath, states as true any material matter which he or she knows to be false, and every person who testifies, declares, deposes, or certifies under penalty of perjury in any of the cases in which the testimony, declarations, depositions, or certification is permitted by law of the State of California under penalty of perjury and willfully states as true any material matter which he or she knows to be false, is guilty of perjury.

This subdivision is applicable whether the statement, or the testimony, declaration, deposition, or certification is made or subscribed within or without the State of California.

In determining what constitutes “willfully” making false statements or declarations, the California Court of Appeal, in *People v. Dary* (1943), found that false statements about one’s name and place of birth that they put on an affidavit of voter registration are willful and constitute perjury.

Penal Code § 126 says, “Perjury is punishable by imprisonment in the state prison for two, three, or four years.”

REGISTRATION OF PERSONS NOT ENTITLED TO REGISTER

Elections Code § 18100 states that it is a crime for any person to allow himself or herself or any other person to be registered as a voter, knowing that he or she or that other person is not entitled to registration. If a person violates this law, he or she can be “imprisoned in state prison for 16 months or two or three years, or in a county jail for not more than one year.”

FRAUDULENT VOTING

Elections Code § 18560 states that any person who is not entitled to vote at any election (including persons who are illegally registered) who votes or attempts to vote, or any person who tries to vote more than once, may be “imprisoned in state

prison for 16 months or two or three years, or for not more than one year in a county jail.”

IMPOSITION OF A FINE

Elections Code § 18001 states, “Upon a conviction for any crime punishable by imprisonment in any jail or prison, in relation to which no fine is herein prescribed, the court may impose a fine on the offender not exceeding one thousand dollars (\$1,000) in cases of misdemeanors or ten thousand dollars (\$10,000) in cases of felonies, in addition to the imprisonment prescribed.”

B. PENALTIES FOR THE PERSON REGISTERING VOTERS

REGISTRATION OF PERSONS NOT ENTITLED TO VOTE

Anyone who knowingly registers to vote persons who are not citizens, are not of voting age, are in prison or on parole for the conviction of a felony, or in any other way are not entitled to register, is guilty of a crime.

Elections Code § 18100 states that every person who willfully causes or procures any person to be registered as a voter, knowing that that person is not entitled to registration, is punishable by “imprisonment in the state prison for 16 months or two or three years, or in a county jail for not more than one year.”

REGISTRATION OF NONEXISTENT PERSONS

Elections Code § 18100 also makes it a crime to knowingly and willfully cause or procure the registration of a nonexistent person. Such a fraudulent registration is punishable by “imprisonment in state prison for 16 months or two or three years, or in a county jail for not more than one year.”

The definition of “nonexistent person” explicitly includes deceased persons, animals, and inanimate objects.

REGISTRATION OF A PERSON WITHOUT HIS OR HER CONSENT OR REGISTRATION OF A FICTITIOUS PERSON

Elections Code § 18101 states, “Every person who knowingly and willfully completes, or causes or procures the completion of, in whole or in part, an affidavit of registration or a voter registration card, with the intent to cause the registration or reregistration as a voter of a fictitious person or of any person who has not requested registration or reregistration as a voter, is guilty of a crime punishable by imprisonment in the state prison for 16 months or two or three years, or in a county jail for not more than one year.”

INTERFERENCE WITH TRANSFER OF AFFIDAVIT TO COUNTY ELECTIONS OFFICIAL

Any person who registers a voter and is entrusted by that voter with the responsibility of returning that voter registration card to the appropriate elections official must return the card promptly (within 3 days of receipt from the voter, not including Saturdays, Sundays, or state holidays).

Elections Code § 18103 states that any person who knowingly or negligently (a) interferes with the prompt transfer of a completed affidavit of registration to the county elections official, (b) retains a voter's completed registration card, without the voter's authorization, for more than three days, excluding Saturdays, Sundays, and state holidays, or after the close of registration, or (c) denies a voter the right to return to the county elections official the voter's own completed registration card is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000).

ALTERATION OF PARTY AFFILIATION

Elections Code § 18106 specifically describes the penalty for unauthorized tampering with a voter's designation of political party. It states that every person is punishable by imprisonment in the state prison for 16 months or two or three years, or in the county jail for not more than one year, who, without the specific consent of the affiant, willfully and with the intent to affect the affiant's voting rights, causes, procures, or allows the completion, alteration, or defacement of the affiant's party affiliation declaration contained in an executed, or partially executed, affidavit of registration pursuant to §§ 2150 and 2151. This section does not apply to a county elections official carrying out his or her official duties.

MAILING VOTER REGISTRATION CARDS

Elections Code §§ 2158 and 18107 specify that it is an infraction punishable by a fine not to exceed two hundred dollars (\$200) to mail registration cards to persons who do not request them, *unless* a cover letter or other notice is included instructing recipients to disregard the cards if they are already registered.

FAILURE TO PROVIDE A VOTER REGISTRATION RECEIPT

Elections Code §§ 2158 and 18107 specify that it is an infraction punishable by a fine not to exceed two hundred dollars (\$200) for a person who assists an individual in registering to vote to fail to complete and provide to that individual the receipt portion of the voter registration form.

BOX 12 ON THE REGISTRATION FORM

Elections Code § 18108 states that any person who, in exchange for money or other valuable consideration, assists another to register to vote by receiving the

completed affidavit of registration from the elector, and fails to provide the information required by § 2159 (his or her full name, telephone number, and address, and the name and telephone number of the person, company, or organization, if any, that agrees to pay money or other valuable consideration for the completed affidavit of registration) is guilty of a misdemeanor.

Elections Code § 18108.5 states that it shall be a misdemeanor for any person, company, or organization that agrees to pay money or other valuable consideration to any person for assisting another person to register to vote by receiving the completed affidavit of registration to fail to comply with Elections Code § 2159.5, which requires the following: the person, company, or organization must maintain a list of the names, addresses and telephone numbers of all individuals that the person, company, or organization has agreed to compensate for assisting others to register to vote; the person, company, or organization must provide a written statement to each such individual of that individual's personal responsibilities and liabilities under Elections Code §§ 2138, 2139, 2150, 2158, 2159, 18100, 18101, 18103, 18106, 18108, and 18108.5, and must receive from the individual and maintain for at least three years a written acknowledgment that the individual received the written statement; not pay any individual who has not complied with the requirements of Elections Code § 2159; and, when submitting completed affidavits to elections officials, separate the affidavits into separate groups and identify them with a signed acknowledgment that the group either is in compliance with Elections Code §§ 2150 and 2159, or is not in compliance with Elections Code §§ 2150, 2159, or both.

FAILURE TO GIVE A REGISTRATION CARD TO A PERSON REQUESTING ONE

Title 2 of the California Code of Regulations at § 20001(g)(1) specifies that any person requesting 50 or more registration cards shall sign a statement, under penalty of perjury, that reasonable steps will be taken to ensure that persons distributing such cards to potential registrants will not neglect or refuse to give a voter registration card to any elector requesting one for the purpose of registering to vote.

Elections Code §§ 2158 and 18107 make it an infraction punishable by a fine not to exceed two hundred dollars (\$200) for a person distributing voter registration cards to fail to give such a card to any elector requesting one, provided that the person distributing the cards has a sufficient number. The Secretary of State has traditionally considered "sufficient number" to mean more than one.

VOTER REGISTRATION LOTTERIES, PRIZES, CONTESTS

Privately sponsored contests to promote voter registration are outlawed under 42 U.S.C. 1973i(c), which is part of the Federal Voting Rights Act.

You may not offer food, prizes, discounts, or any other form of compensation to encourage voter registration or to encourage persons to vote in elections in which there is a candidate for federal office on the ballot (U.S. President, U.S. Senate,

U.S. Representative in Congress). While it might be a nice incentive, it is best not to set up any type of contest or lottery or offer anything as a reward or incentive for registering to vote or voting, even if there is not a federal contest on the ballot.

SUBORNATION OF PERJURY

Penal Code § 127 states that every person who willfully procures another person to commit perjury is guilty of subornation of perjury, and is punishable in the same manner as he or she would be if personally guilty of the perjury so procured.

So, if an individual knowingly helps an ineligible person register to vote, he or she is also punishable for perjury and could be charged with this crime.

PRINTED STATEMENTS ON REGISTRATION FORM

Elections Code § 18105 states, “No affidavit of registration or voter registration card shall contain, and no person other than the registrant shall write on or affix thereto, or cause to be written on or affixed thereto, any statement urging or indicating support or opposition to any candidate or measure. Any person who violates this section is guilty of a misdemeanor.”

APPENDIX A

COUNTY ELECTIONS OFFICE CONTACT INFORMATION

California County Elections Officials

Alameda (01)

Dave Macdonald, Registrar of Voters
1225 Fallon Street, Room G-1
Oakland, CA 94612
(510) 272-6933
(510) 272-6982 Fax
Hours: 8:30 a.m. - 5:00 p.m.
Website: www.acgov.org/rov/index.htm

Alpine (02)

Barbara Howard, County Clerk
99 Water (Federal Express Only)
Markleeville, CA 96120
Mailing Address:
P.O. Box 158
Markleeville, CA 96120
(530) 694-2281
(530) 694-2491 Fax
Hours: 8:30 a.m. - 12:00 p.m. / 1:00 p.m. - 5:00 p.m.
E-Mail: coclerk@alpinecountyca.gov
Website: www.alpinecountyca.gov/departments/county_clerk

Amador (03)

Sheldon D. Johnson, Registrar of Voters
810 Court Street
Jackson, CA 95642-2132
(209) 223-6465
(209) 223-6467 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: Elections@co.amador.ca.us
Website: www.co.amador.ca.us/depts/elections/index.htm

Butte (04)

Candace Grubbs, County Clerk-Recorder-Registrar
25 County Center Drive, Suite 110
Oroville, CA 95965-3361
(530) 538-7761
(800) 894-7761 (Butte County Only)
(530) 538-6853 Fax
Hours: 9:00 a.m. - 5:00 p.m.
E-Mail: elections@buttecounty.net
Website: <http://clerk-recorder.buttecounty.net>

Calaveras (05)

Karen Varni, County Clerk
Elections Department
891 Mountain Ranch Road
San Andreas, CA 95249
(209) 754-6376
(209) 754-6733 Fax
Hours: 8:00 a.m. - 4:00 p.m.
Website: <http://www.co.calaveras.ca.us/departments/recorder.asp>

Colusa (06)

Kathleen Moran, County Clerk-Recorder
546 Jay Street, Suite 200
Colusa, CA 95932
(530) 458-0500
(530) 458-0512 Fax
Hours: 8:30 a.m. - 5:00 p.m.
E-Mail: info@colusacountyclerks.com
Website: www.colusacountyclerk.com

Contra Costa (07)

Stephen L. Weir, County Clerk
555 Escobar Street
Mailing Address:
P.O. Box 271
Martinez, CA 94553
(925) 335-7800
(877) 335-7802 (Domestic)
(925) 335-7842 Fax
Hours: 8:00 a.m. - 5:00 p.m.
Website: www.cocovote.us

Del Norte (08)

Vicki Frazier, County Clerk-Recorder
981 H Street, Room 160
Crescent City, CA 95531
(707) 464-7216
(707) 465-0383
(707) 465-0321 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: vfrazier@co.del-norte.ca.us
Website: www.co.del-norte.ca.us

El Dorado (09)

William E. Schultz, Recorder-Clerk/Registrar of Voters
2850 Fairlane Court
Placerville, CA 95667
Mailing Address:
P.O. Box 678001
Placerville, CA 95667
(530) 621-7480
(530) 626-5514 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: recorderclerk@co.el-dorado.ca.us
Website: www.co.el-dorado.ca.us/elections

Fresno (10)

Victor E. Salazar, County Clerk/Registrar of Voters
2221 Kern Street
Fresno, CA 93721
(559) 488-3246
(559) 488-3279 Fax
Hours: 8:30 a.m. - 5:00 p.m.
E-Mail: kmccclue@co.fresno.ca.us
Website: <http://www.co.fresno.ca.us/DepartmentPage.aspx?id=14199>

Glenn (11)

Vince T. Minto, County Clerk-Recorder
516 W. Sycamore Street
Willows, CA 95988
(530) 934-6414
(530) 934-6485 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: elections@countyofglenn.net
Website: www.countyofglenn.net/Elections/home_page.asp

Humboldt (12)

Carolyn Wilson Crnich, County Clerk, Recorder and Registrar of Voters
3033 H Street, Room 20
Eureka, CA 95501
(707) 445-7481
(707) 445-7204 Fax
Hours: 8:30 a.m. - 12:00 p.m. / 1:00 p.m. - 5:00 p.m.
E-Mail: humboldt_elections@co.humboldt.ca.us
Website: www.co.humboldt.ca.us/election

Imperial (13)

Dolores Provencio, County Clerk-Recorder
940 West Main Street, Suite 202
El Centro, CA 92243-2865
(760) 482-4226
(760) 337-4182 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: doloresprovencio@co.imperial.ca.us
Website: www.imperialcounty.net/Election

Inyo (14)

Mary Roper, County Clerk/Registrar of Voters
168 North Edwards
P.O. Drawer F
Independence, CA 93526
(760) 878-0224
(760) 878-1805 Fax
Hours: 8:00 a.m. - 12:00 p.m. / 1:00 p.m. - 5:00 p.m.
E-Mail: mroper@inyocounty.us
Website: www.countyofinyo.org/Recorder/RecorderElectionsWebsite.htm

Kern (15)

Ann Barnett, Auditor-Controller/County Clerk/Registrar of Voters
Elections Office
1115 Truxtun Avenue
Bakersfield, CA 93301
(661) 868-3590
(800) 452-8683
(661) 868-3768 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: barnetta@co.kern.ca.us
E-Mail: brockmans@co.kern.ca.us
Website: <http://elections.co.kern.ca.us/elections/>

Kings (16)

Ken Baird, County Clerk-Recorder
Government Center
1400 West Lacey Boulevard
Hanford, CA 93230
(559) 582-3211 Ext. 4401
(559) 585-8453 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: ken.baird@co.kings.ca.us
Website: www.countyofkings.com/acr/elections/index.htm

Lake (17)

Diane C. Fridley, Registrar of Voters
255 North Forbes Street
Lakeport, CA 95453
(707) 263-2372
(707) 263-2742 Fax
Hours: 9:00 a.m. - 5:00 p.m.
E-Mail: dianef@co.lake.ca.us
Website: http://www.co.lake.ca.us/Government/Directory/Registrar_of_Voters.htm

Lassen (18)

Julie Bustamante, County Clerk-Recorder
220 South Lassen Street, Suite 5
Susanville, CA 96130
(530) 251-8217
(530) 257-3480 Fax
Hours: 9:00 a.m. - 12:00 p.m. / 1:00 p.m. - 4:00 p.m.
E-Mail: lcclerk@co.lassen.ca.us
Website:
[http://www.lassencounty.org/govt/dept/county_clerk/registrar/registrar_of_voters.a
sp](http://www.lassencounty.org/govt/dept/county_clerk/registrar/registrar_of_voters.asp)

Los Angeles (19)

Dean Logan, Registrar - Recorder/County Clerk
12400 Imperial Hwy.
Norwalk, CA 90650
Mailing Address:
P.O. Box 1024
Norwalk, CA 90651-1024
(562) 466-1310 Phone
(800) 815-2666 (LA County Only)
(562) 929-4790 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: voterinfo@rrcc.co.la.ca.us
Website: www.lavote.net

Madera (20)

Rebecca Martinez, County Clerk-Recorder
200 W. 4th Street
Madera, CA 93637
(559) 675-7720
(559) 675-7870 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: elections@madera-county.com
Website: www.madera-county.com/countyclerk/index.html

Marin (21)

Elaine Ginnold, County Clerk/Registrar of Voters
3501 Civic Center, Room 121
San Rafael, CA 94903
Mailing Address:
P.O. Box E
San Rafael, CA 94913-3904
(415) 499-6456
(415) 499-6447 Fax
Hours: 8:00 a.m. - 4:30 p.m.
Website: <http://co.marin.ca.us/depts/RV/main/index.cfm>

Mariposa (22)

Keith Williams, County Clerk
Hall of Records
4982 10th Street
P.O. Box 247
Mariposa, CA 95338
(209) 966-2007
(209) 966-6496 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: cprogner@mariposacounty.org
Website: <http://www.mariposacounty.org/index.asp?nid=87>

Mendocino (23)

Susan M. Ranochak, Assessor-County Clerk-Recorder
Elections Department
501 Low Gap Rd., Room 1020
Ukiah, CA 95482
(707) 463-4371
(707) 463-4257 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: acr@co.mendocino.ca.us
Website: www.co.mendocino.ca.us/acr/elections.htm

Merced (24)

M. Stephen Jones, County Clerk/Registrar
2222 "M" Street, Room 14
Merced, CA 95340
(209) 385-7541
(209) 385-7387 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: webmaster@co.merced.ca.us
Website: <http://www.co.merced.ca.us/elections/>

Modoc (25)

Judith Stevens, County Auditor/Clerk/Recorder
204 S. Court Street
Alturas, CA 96101
(530) 233-6200
(530) 233-6666 Fax
Hours: 8:30 a.m. - 12:00 p.m. / 1:00 p.m. - 5:00 p.m.
E-Mail: judi_stevens@modocounty.us
Website: <http://www.modocounty.us/>

Mono (26)

Lynda Roberts, County Clerk-Recorder
Christy Robles, Acting Clerk-Recorder-Registrar
Annex I, School Street. (Library Building)
Bryant Street

Mailing Address:

P.O. Box 237
Bridgeport, CA 93517
(760) 932-5537
(760) 932-5531 Fax

Hours: 9:00 a.m. - 5:00 p.m.

E-Mail: lroberts@mono.ca.gov

E-Mail: crobles@mono.ca.gov

Website: www.monocounty.ca.gov/departments/elections/elections.html

Monterey (27)

Linda Tulett, Registrar of Voters
1370 S. Main St # B
Salinas, CA 93901

Mailing Address:

P.O. Box 4400
Salinas, CA 93912
(831) 796-1499
(831) 755-5485 Fax

Hours: 8:00 a.m. - 5:00 p.m.

E-Mail: electionmail@montereycountyelections.us

Website: <http://MontereyCountyElections.us>

Napa (28)

John Tuteur, Assessor-Recorder-County Clerk
Napa County Registrar of Voters
900 Coombs Street, Room 256
Napa, CA 94559-2946

(707) 253-4321

(707) 253-4390 Fax

Hours: 8:00 a.m. - 5:00 p.m.

E-Mail: elections@co.napa.ca.us

Website: www.co.napa.ca.us/Gov/Departments/DeptDefault.asp?DID=13600

Nevada (29)

Gregory J. Diaz, Clerk-Recorder, Registrar of Voters
950 Maidu Avenue
Nevada City, CA 95959
(530) 265-1298
(530) 265-9829 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: gregory.diaz@co.nevada.ca.us
Website: <http://new.mynevadacounty.com/elections/>

Orange (30)

Neal Kelley, Registrar of Voters
1300 South Grand Ave., Bldg. C
Santa Ana, CA 92705
Mailing Address:
P.O. Box 11298
Santa Ana, CA 92711
(714) 567-7600
(714) 567-7556 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: ocvoter@ocgov.com
Website: www.ocvote.com

Placer (31)

Jim McCauley, County Clerk-Recorder-Registrar
2956 Richardson Drive
Auburn, CA 95603
Mailing Address:
P.O. Box 5278
Auburn, CA 95604
(530) 886-5650
(530) 886-5688 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: election@placer.ca.gov
Website: www.placer.ca.gov/elections

Plumas (32)

Kathleen Williams, County Clerk-Recorder-Registrar of Voters
520 Main Street, Room 102
Quincy, CA 95971
(530) 283-6256
(530) 283-6155 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: elections@countyofplumas.com
Website: www.countyofplumas.com/clerkrecorder/elections/index.htm

Riverside (33)

Barbara Dunmore, Registrar of Voters
2724 Gateway Drive
Riverside, CA 92507-0918
(951) 486-7200
(951) 486-7335 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: rovweb@co.riverside.ca.us
Website: www.voteinfo.net

Sacramento (34)

Jill LaVine, Registrar of Voters
7000 65th Street
Sacramento, CA 95823-2315
(916) 875-6451
(916) 875-6228 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: voterinfo@saccounty.net
Website: www.saccounty.net/elections

San Benito (35)

Joe Paul Gonzalez, County Clerk-Auditor-Recorder
Courthouse, Room 206
440 Fifth Street
Hollister, CA 95023-3843
Bi-Lingual Contact Guadalupe Maldonado
(831) 636-4029
(831) 636-2939 Fax
Hours: 8:00 a.m. - 5:00 p.m.
Website: <http://www.sbcvote.us/>

San Bernardino (36)

Keri Verjil, Registrar of Voters
777 East Rialto Avenue
San Bernardino, CA 92415-0770
(909) 387-8300
(909) 387-2022 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: rovwebmail@rov.sbcounty.gov
Website: http://www.sbcounty.gov/rov/general_info/default.asp

San Diego (37)

Deborah Seiler, Registrar of Voters
5201 Ruffin Road, Suite I
San Diego, CA 92123
Mailing Address:
P.O. Box 85656
San Diego, CA 92186-5656
(858) 565-5800
(800) 696-0136
(858) 694-2955 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: rovmail@sdcounty.ca.gov
Website: www.sdcounty.ca.gov/voters/Eng/Eindex.html

San Francisco (38)

John Arntz, Director of Elections
City Hall - 1 Dr. Carlton B Goodlett Place, Room 48
San Francisco, CA 94102-4635
(415) 554-4375
(415) 554-7344 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: sfvote@sfgov.org
Website: www.sfgov.org/site/elections_index.asp

San Joaquin (39)

Austin Erdman, Interim Registrar of Voters
212 North San Joaquin Street
Stockton, CA 95202

Mailing Address:

P.O. Box 810
Stockton, CA 95201-0810

(209) 468-2885

(209) 468-2889 Fax

Hours: 8:00 a.m. - 5:00 p.m.

E-Mail: www.sjcrov.org/contact.html

Website: www.sjcrov.org

San Luis Obispo (40)

Julie Rodewald, County Clerk-Recorder
1055 Monterey Street, Room D-120
San Luis Obispo, CA 93408

(805) 781-5228

(805) 781-1111 Fax

Hours: 8:00 a.m. - 5:00 p.m.

E-Mail: tgong@co.slo.ca.us

Website: www.slocounty.ca.gov/clerk.htm

San Mateo (41)

Warren Slocum, Assessor-County Clerk-Recorder
40 Tower Road
San Mateo, CA 94402

(650) 312-5222

(650) 312-5348 Fax

Hours: 8:00 a.m. - 5:00 p.m.

E-Mail: registrar@smcare.org

Website: www.shapethefuture.org

Santa Barbara (42)

Joseph E. Holland
County Clerk, Recorder and Assessor
130 E. Victoria St., Suite 200
Santa Barbara, CA 93101
Mailing Address: :
P.O. Box 159
Santa Barbara, CA 93102-0159
(805) 568-2200
(800) SBC-VOTE
(805) 568-2209 Fax
Hours: 8:00 a.m. - 5:00 p.m.
Website: www.sbcvote.com

Santa Clara (43)

Jesse Durazo, Registrar of Voters
1555 Berger Drive, Bldg. 2
San Jose, CA 95112
Mailing Address: :
P.O. Box 1147
San Jose, CA 95108-1147
(408) 299-VOTE
(866) 430-VOTE
(408) 998-7314 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: registrar@rov.sccgov.org
Website: www.sccvote.org

Santa Cruz (44)

Gail Pellerin, County Clerk
701 Ocean Street, Room 210
Santa Cruz, CA 95060-4076
(831) 454-2060
(831) 454-2445 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: gail.pellerin@co.santa-cruz.ca.us
Website: www.votescount.com

Shasta (45)

Cathy Darling, County Clerk
1643 Market Street
Redding, CA 96001
Mailing Address: :
P.O. Box 990880
Redding, CA 96099-0880
(530) 225-5730
(530) 225-5454 Fax
Hours: 8:00 a.m. - 5:00 p.m.
Website: <http://www.elections.co.shasta.ca.us/>

Sierra (46)

Heather Foster, County Clerk-Recorder
100 Courthouse Square, Room 11
P.O. Drawer D
Downieville, CA 95936-0398
(530) 289-3295
(530) 289-2830 Fax
Hours: 9:00 a.m. - 12:00 p.m. / 1:00 p.m. - 4:00 p.m.
E-Mail: hfooster@sierracounty.ws
Website: www.sierracounty.ws

Siskiyou (47)

Colleen Setzer, County Clerk
510 North Main Street
Yreka, CA 96097 - 9910
(530) 842-8084
(530) 842-8093 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: csetzer@co.siskiyou.ca.us
Website: www.co.siskiyou.ca.us/clerk/index.htm

Solano (48)

Ira Rosenthal, Registrar of Voters
675 Texas St, Ste 2600
Fairfield, CA 94533
(707) 784-6675
(707) 784-6678 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: elections@solanocounty.com
Website: <http://www.solanocounty.com/depts/rov/default.asp>

Sonoma (49)

Janice Atkinson, County Clerk, Recorder, Assessor, Registrar of Voters
Gloria Colter, Assistant Registrar of Voters
435 Fiscal Drive
Santa Rosa, CA 95403
Mailing Address: :
P.O. Box 11485
Santa Rosa, CA 95406-1485
(707) 565-6800
(707) 565-6843 Fax
Hours: 8:00 a.m. - 5:00 p.m.
Website: www.sonoma-county.org/regvoter/index.htm

Stanislaus (50)

Lee Lundrigan, County Clerk-Recorder
1021 I Street, Suite 101
Modesto, CA 95354-2331
(209) 525-5200
(209) 525-5210 Fax
Hours: 8:00 a.m. - 4:00 p.m.
E-Mail: stanvote@mail.co.stanislaus.ca.us
Website: <http://stanvote.com>

Sutter (51)

Donna M. Johnston, County Clerk-Recorder
1435 Veterans Memorial Circle
Yuba City, CA 95993
(530) 822-7122
(530) 822-7587 Fax
Hours: 8:00 a.m. - 5:00 p.m.
Website: www.co.sutter.ca.us

Tehama (52)

Beverly Ross, County Clerk-Recorder
444 Oak St, Room C
Red Bluff, CA 96080
Mailing Address: :
P.O. Box 250
Red Bluff, CA 96080-0250
(530) 527-8190
(530) 527-1140 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: bross@co.tehama.ca.us
Website: www.co.tehama.ca.us

Trinity (53)

Deanna L. Bradford, County Clerk-Recorder-Assessor
11 Court Street
Weaverville, CA 96093
Mailing Address: :
P.O. Box 1215
Weaverville, CA 96093-1258
(530) 623-1220
(530) 623-8398 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: elections@trinitycounty.org
Website: <http://www.trinitycounty.org/Departments/assessor-clerk-elect/elections.htm>

Tulare (54)

Rita A. Woodard, Registrar of Voters
5951 South Mooney Blvd
Visalia, CA 93277
(559) 733-6275
(559) 737-4498 Fax
Hours: M-Th 7:30 a.m. - 5:30 p.m., F 8:00 a.m. - 12:00 p.m.
E-Mail: kashanno@co.tulare.ca.us
Website: www.tularecoelections.org

Tuolumne (55)

Deborah Russell, County Clerk-Auditor-Controller
Elections Department
2 South Green Street
Sonora, CA 95370-4696
(209) 533-5570
(209) 694-8931 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: clerk@tuolumnecounty.ca.gov
Website: <http://portal.co.tuolumne.ca.us/>

Ventura (56)

Phil Schmit, County Clerk-Recorder-Registrar of Voters
800 South Victoria Avenue, L-1200
Ventura, CA 93009-1200
(805) 654-2781
(805) 648-9200 Fax
Hours: 8:00 a.m. - 5:00 p.m.
E-Mail: <http://recorder.countyofventura.org/elections.htm>
Website: <http://recorder.countyofventura.org/elections.htm>

Yolo (57)

Freddie Oakley, County Clerk-Recorder
625 Court Street, Room B05
Woodland, CA 95695

Mailing Address:

P.O. Box 1820

Woodland, CA 95776-1820

(530) 666-8133

(530) 666-8123 Fax

Hours: 8:00 a.m. - 5:00 p.m.

E-Mail: cntyclrk@yoloelections.org

Website: www.yoloelections.org

Yuba (58)

Terry A. Hansen, County Clerk-Recorder
915 8th Street, Suite 107
Marysville, CA 95901-5273

(530) 749-7855

(530) 749-7854 Fax

Hours: 8:00 a.m. - 5:00 p.m.

E-Mail: elections@co.yuba.ca.us

Website: <http://elections.co.yuba.ca.us/>

APPENDIX B

QUALIFIED POLITICAL PARTY CONTACT INFORMATION

Qualified Political Parties

AMERICAN INDEPENDENT PARTY
Nancy Shearer Spirkoff, *State Chair*
8158 Palm Street
Lemon Grove, CA 91945
Tel: (619) 460-4484
Web Site: <http://www.aipca.org>

DEMOCRATIC PARTY
Art Torres, *State Chairperson*
1401 21st Street, Suite 200
Sacramento, CA 95814-5221
Tel: (916) 442-5707
FAX: (916) 442-5715
E-Mail: info@cadem.org
Web Site: <http://www.cadem.org/>

GREEN PARTY
Larry Cafiero, *Liaison*
P.O. Box 203
Ben Lomond, CA 95005
Tel: (831) 438-1401
E-Mail: larrycafiero@cagreens.org
Web Site: <http://www.cagreens.org>

LIBERTARIAN PARTY
Aaron Starr, *State Chairperson*
14547 Titus Street, Suite 214
Panorama City, CA 91402-4935
Tel: (818) 782-8400
FAX: (818) 782-8488
E-Mail: office@ca.lp.org
Web Site: <http://www.ca.lp.org>

NATURAL LAW PARTY
Judy Barath-Black, *State Chairperson*
P.O. Box 50843
Palo Alto, CA 94303
Tel: (831) 425-2201
FAX: (831) 427-9230
E-Mail: nlpca@aol.com
Web Site: <http://www.natural-law.org>

PEACE AND FREEDOM PARTY
Debra Reiger, *State Chairperson*
5301 Harte Way
Sacramento, CA 95822
Tel: (916) 698-8131
E-Mail: pdfp.debra@earthlink.net
Web Site:
<http://www.peaceandfreedom.org>

REPUBLICAN PARTY
George "Duf" Sundheim, *State Chairperson*
1903 West Magnolia Boulevard
Burbank, CA 91506
Tel: (818) 841-5210
FAX: (818) 841-6668
E-Mail: chairman@cagop.org
Web Site: <http://www.cagop.org>

APPENDIX C

SAMPLE STATEMENT OF CIRCULATOR'S RESPONSIBILITIES AND LIABILITIES

STATEMENT OF CIRCULATOR'S RESPONSIBILITIES AND LIABILITIES (EC § 2159.5(a))

By signing this statement, I acknowledge that I am being paid to register voters in compliance with the California Elections Code and that I have received a copy of this statement. Specifically, I understand and acknowledge:

- I understand that I am required to return any completed voter registration cards I receive to the voter's county elections official or to mail the cards within three days of their receipt, excluding Saturdays, Sundays, and state holidays. (Elections Code § 2138.)
- On the day of close of registration for any election, I will immediately return all completed affidavits of registration in my possession to the voter's county elections official. (Elections Code § 2139.)
- For every voter that I help register, I will identify myself in the circulator section of the voter registration affidavit by writing my full name, address, phone number, date, my signature, and the name and phone number of the party that pays me. (Elections Code §§ 2150, 2158(b)(1), and 2159.)
- I understand that I am required to provide a registration card to anyone who requests one. (Elections Code § 2158(b)(2).)
- If I mail voter registration cards to persons who have not requested them, I will include a cover letter with the card instructing recipients to disregard the card if they are currently registered to vote. (Elections Code § 2158(b)(3).)
- I understand that voter registration fraud is serious and could be prosecuted as a felony. I further acknowledge that I may be prosecuted for any of the following offenses:
 - 1) Registration of persons that I know to be ineligible to register to vote or registration of fictitious or non-existent persons. (Elections Code §§ 18100 and 18101.)
 - 2) Interference with the prompt transfer to the county elections official of, or the retention of, a completed voter registration card without the voter's consent for more than three days, excluding Saturdays, Sundays, or state holidays. (Elections Code § 18103.)
 - 3) Denial of the voter's right to return his or her own voter registration card to his or her county elections official. (Elections Code § 18103.)
 - 4) Alteration of a voter's party affiliation declaration contained in an executed, or partially executed, affidavit of registration. (Elections Code § 18106.)

- 5) Failure to identify myself in the circulator section of the voter registration affidavit by writing my full name, address, phone number, date, my signature, and the name and phone number of the party that pays me. (Elections Code § 18108.)
- 6) Failure to acknowledge receipt of this written statement of rights and responsibilities. (Elections Code § 18108.5.)

Signature of Employee

Voter Registration Drive
Representative

Print Name

Address

Telephone

APPENDIX D

POSSIBLE VOTER REGISTRATION FRAUD INDICATORS

POSSIBLE VOTER REGISTRATION FRAUD INDICATORS

Disclaimer: These are general observations and do not conclusively indicate the presence of fraud.

❖ **Address**

Incomplete addresses, missing apartment numbers, common misspellings, zip code mismatches and the frequent occurrence of temporary housing addresses (shelters, missions, halfway houses).

❖ **Date of Birth**

Month and day are out of range (i.e. February 29th in a non-leap year, June 31st).

❖ **California Driver's License or State Identification Card Number**

The California driver's license or state identification card number will always be a letter followed by 7 numbers. The letters I, L, Q, T and X were never used in the issuance of numbers on California identification cards or driver's licenses.

❖ **Social Security Number**

The valid range for the last four digits of a Social Security Number is 0001- 9999. A Social Security Number with four successive zeros is invalid.

❖ **Telephone Number**

If the phone number is disconnected, the wrong party, or a fax line.

❖ **Political Party Affiliation**

If the party choice has been crossed out, erased, changed, or completed with a different pen.

❖ **Previous Registration**

Submission by circulators of large groups of cards containing no previous registration information.

❖ **Assisting Circulator Section**

Cards missing any part of the circulator's full name, address, phone number, signature or the name and phone number of the paying party are out of compliance with Elections Code § 2159.

APPENDIX E

WHAT'S NEW FOR 2006?

WHAT'S NEW FOR THE 2006 ELECTIONS

New federal laws will have an impact on this year's elections.

Learn how they will impact you and Your Vote.

New Identification Requirements:

- To register or re-register to vote after January 1, 2006, you **must** provide a California driver's license or state identification card number, if you have one, in the fields provided on the voter registration form. If you do not have either of these, you must provide the last four numbers of your Social Security Number in the field provided.
- The elections official must verify your identification number before putting you on the list of registered voters, so be sure to register well in advance of the election.
- Some people who registered by mail for the first time in California and did not fill in their identification number, and whose number wasn't found in the Department of Motor Vehicles files, may have to show identification when they vote at a polling place, or include a photocopy of their identification when mailing back their absentee ballot. Contact your local elections officials if you have questions. Find your elections official by calling 1-800-345-VOTE or by visiting:
http://www.ss.ca.gov/elections/elections_d.htm

Voting Equipment Must Be Accessible to Voters with Disabilities:

- New federal law requires that beginning in 2006, each polling place must have at least one voting machine available to voters with disabilities.
- Voters with disabilities should be able to vote privately and independently.

Your County May Have New Voting Equipment:

- Many counties have purchased new voting systems to meet federal and state laws. If you are not familiar with how to cast a ballot on this system, ask the precinct worker to show you how the system works.
- All voting systems in California must pass strict tests and meet all federal and state standards before being approved for use.

You Have the Right to Cast a Ballot:

- If you are not on the list at your polling place, you have the right to cast a "provisional" ballot. The poll worker will give you information about how to find out if your vote was counted, and if it was not, why not.
- A "provisional" ballot is just like a regular ballot, except it goes into an envelope or pending status until the election official can determine your eligibility. The ballot will be counted if the election official can determine your eligibility.
- If you are in the wrong polling place, the poll worker may try to help you by giving you directions to the right polling place, where your name should be on the list and you could vote a regular ballot. If you choose not to go there, you can vote a provisional ballot.

For more information about voting or other new laws, go to <http://www.ss.ca.gov> or call 1-800-345-VOTE.