



FLORIDA
DEPARTMENT
of STATE

Voter Registration Training Overview for Offices Issuing Driver Licenses

*(Florida Department of Highway Safety and
Motor Vehicles and Tax Collectors' Offices)*

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Voter Registration History

SECTION ONE

National Voter Registration Act (NVRA)

(52 U.S.C. § 20501 - 52 U.S.C. § 2051)

- Enacted in 1993:
 - State law version enacted in 1995 (Chapter 94-224, Laws of Florida; §. 98.057, Fla. Stat.)
- Introduced national procedures for voter registration including:
 - Allowed voters to register to vote at the same time as receiving driver license services (known as “Motor-Voter” part of the law)
 - Designated governmental or public offices/agencies to offer voter registration opportunities (VRAs)

Help America Vote Act (HAVA)

(52 U.S.C. § 20901- 21145)



- Enacted in 2002:
 - Replaced outdated voting machines
 - Introduced provisional ballot voting
 - Required states to create statewide voter registration systems

Motor-Voter is a Partnership

Department of State

- Florida Voter Registration System (FVRS)

County Tax Collector Office/DHSMV examiner office

- Frontline staff for electronic intake on voter registration

Department of Highway Safety & Motor Vehicles

- Driver license database
- Daily transfer of electronic voter registration information to FVRS

County Supervisor of Elections

- Sole authority to register and remove voters

Role of DHSMV & Tax Collector's Offices

- Before 2010:
 - Driver licensing/examiner offices serve as front office for driver license/ID cards and tags
 - Responsible for implementing “Motor Voter” part of NVRA
- 2010 - present:
 - County tax collector's offices serve as primary front office for driver license/ID cards and tags
 - Shift of frontline responsibility to apply “Motor Voter”
 - Few DHSMV offices remain

Motor-Voter Importance

- DHSMV and Tax Collectors are critical parts of voter registration process

23 years of activity

Year	DHSMV	All Apps	Percent
1995	703,111	1,353,403	52%
1996	645,905	1,794,749	36%
1997	543,969	973,797	56%
1998	555,051	1,143,802	49%
1999	533,673	1,028,636	52%
2000	614,272	1,797,672	34%
2001	668,338	1,131,341	59%
2002	724,275	1,517,693	48%
2003	776,229	1,367,914	57%
2004	844,622	2,844,444	30%
2005	705,728	1,005,338	70%
2006	424,865	650,742	65%
2007	355,924	566,512	63%
2008	352,156	922,666	38%
2009	295,476	333,368	89%
2010	271,167	472,023	58%
2011	333,354	488,596	68%
2012	382,556	979,776	39%
2013	380,537	496,882	77%
2014	407,873	604,148	68%
2015	442,701	616,714	72%
2016	454,053	1,070,575	42%
2017	413,882	510,410	81%



General Responsibilities

SECTION TWO

What is Required?

Each time someone

- Applies or renews driver license /state ID card
- Changes his or her residential address

Ask customer

- About registering to vote or update
- At minimum, change of address made to driver license will apply for registration

Inform customer

- Info will be sent to Supervisor of Elections
- Only certain information kept confidential which can only be used for voter registration

Additional duties

- Online (DHSMV's GoRenew) and mail out driver license renewals must incorporate voter registration form

Undue Voter Influence

§ 97.058 (8), F.S.



Do not say or do anything that discourages someone from registering to vote



Do not reveal any person's registration information for any purpose other than administration of voter registration



Do not influence or try to influence someone to pick a particular political party



Do not display any political party affiliation or party allegiance

Special Class of Applicants

- Pre-registrants
- Victims of domestic violence and stalking
- High-risk professionals

Special Class of Applicants: Pre-registrants

(§ 97.041(1)(b), F.S)



- 16 and 17 year olds can pre-register:
 - Cannot vote until he or she turns 18 by that election
 - Pre-registrant status converts automatically in system on person's 18th birthday or by registration deadline (bookclosing) of the election in which he or she will turn 18
- Statutory right belongs solely to the pre-registrant:
 - Parental or guardian approval is not required
 - No parent or guardian can sign for the pre-registrant



Special Class of Applicants: Domestic Violence and Stalking Victims

- Self-identifies as Florida Attorney General’s Address Confidentiality Program (ACP) participant and/or
- Provides 723 Truman Avenue, Tallahassee address which is an ACP protected general address or PO Box 6298, 7327, or 7297, Tallahassee as mailing address
- Listed in DAVID as address confidential program participant
- **Do not intake voter registration**
 - *Special law and process apply for participants (§§ 741-401-.465, F.S.)*
 - Refer the customer to county SOE for further information and assistance in registering or updating registration record

Special Class of Applicants: High Risk Professionals

(§ 119.071, F.S)



- **Who are they?** Law enforcement, correction officers, judges, quasi-judicial officers, state and U.S. attorneys, guardians ad litem, child abuse investigators, firefighters, human resource personnel, and others and includes spouses and children, etc.
- **What information is protected?**
 - Personal identification/location information (address, birthdate, phone number)
 - Spouses' and children's names
 - Duty to redact protected information from public access

Customer must still provide true address for proper assignment of precinct and ballot

Special Class of Applicants: High Risk Professionals (cont'd)

(§ 119.071, F.S)

- **When does protection apply?**
 - After written request submitted
 - In each agency holding the information in its records
 - Applies retroactively
 - Department of State Form DOS-119 available on website:
dos.myflorida.com/media/696331/dos119-public-records-exemption-form.pdf

- **How will it be done?**
 - For voter registration records, a “protected flag” is placed on the record in the statewide and local voter registration system



Electronic Application Intake System

SECTION THREE

Overview – In-office Intake

- Florida Driver License Issuance System (FDLIS):
 - Designed and maintained by DHSMV
 - Simultaneous driver license/ID card - voter registration electronic intake process since 2006
- Offices have no direct or real-time access to voter registration database
- Batch information uploaded nightly to Department of State

Applicant Choice –

To be or not
to be a
voter?



- **Right to register or update** registration
 - Proceed with electronic intake of voter's information
 - Presumptive that the customer agrees to submit information for voter registration purposes

- **Right to refuse** before or during registration process:
 - Verbally opts-out
 - Refuses to provide signature affirming oath

- **Action:** Stop intake and record declination
 - ✓ Retain record for two (2) years
 - ✓ Records kept by DHSMV, not the tax collectors offices

New Voter or Registered Voter

How do you know?

- **“You don’t know”**
- **Process customer based on what customer says:**
 - Not Registered → New registration
 - Registered → Update to registration
- **Voter registration status and information do not transfer from state to state**

Electronic Intake –

Name and DOB

- **Enter name and date of birth in proper order:**
 - First, Middle, Last (Enter name on legal documentation such as passport, birth certificate, etc.)
 - Date of Birth (Enter in order of MM/DD/YYYY – month, day, year)

- **Consequences of data input errors:**
 - Wrong date of birth or misspelling could create a duplicate registration record
 - Misspelling could cause someone to have to vote a provisional ballot because no record found:
 - ✓ Hernandez, Kathy versus Hernandez, Cathy
 - ✓ Date of birth: 7/17/1938 versus 7/17/1983
 - ✓ Suffix in last name field

Data entry error

suffix in last name field

Maint Doc Images Activity Elections Audit Vote-by-Mail Comms Eligibility Maint

DES 122846861 Jarvis Jr, Earl F 2327 SE Quail

Last	Style	First	Middle	Driver Li
Jarvis Jr	▼	Earl	Frank	

Nbr	Suf	Dir	Street Name	Type	Dir	Unit Type	Nbr
2327		SE ▼	Quail	Ave ▼	▼	▼	

Mail

City Sta

Jarvis Jr.

Electronic Intake –

Address Validation

- **Address entered twice:**
 - Driver license portion: Entered as single string
 - Voter registration portion: Entered in segments – manually parsed

- **Street validation program:**
 - Valid Street Address Master Index – Supervisors of Elections compile
 - DO NOT OVERRIDE invalid address until:
 - ✓ Review of customer's document with proof of residential address
 - ✓ Check for inverted, abbreviated, transposed or omitted letters, numbers, and street suffixes (e.g., Twenty Second versus 22nd or 22 or Tennessee versus Tenn)
 - ✓ Ask customer

Electronic Intake – Address Details

■ Residential Address:

- Physical presence at address person intends to be residence
- P.O. Box or business address should not be used as residential address

■ Special Cases of Residency:

○ Mobile Home, Houseboat, or Recreational Motor Home:

- ✓ Address is where a person docks his/her residential riverboat or houseboat or motor home and/or receives mail regularly

○ Homeless:

- ✓ The address of the place where the person regularly receives mail
- ✓ General delivery address at a post office
- ✓ Church address that agrees to accept mail on the person's behalf
- ✓ Address of a shelter that the person frequents

Electronic Intake – Driver License Address Screen

Single Address String Entry

Issuance: Personal Information

Organ Donor	No	Insulin Dependent	No	Race/Ethnicity	White
State of Birth	FL	Florida Resident	Yes	Height	5' 07"
Country of Birth	United States Of America	SSN	***-**-9654	DOB	11/21/1955

Career Offender No Sexual Offender No Sexual Predator No

Mailing Address

Address 2940 APALACHEE MAILING B341
City TALLAHASSEE State FL Zip 32301 County LEON
Country United States of America
Location

Resident Address Residence Documents Verified

Address 2940 APALACHEE PKWY B341
City TALLAHASSEE State FL Zip 32311 County LEON
Country United States of America
Location

Do you wish to add or change Emergency Contact Information? No Update Designations? No

Are you an honorably discharged military veteran? No

Would you like to provide your email address to receive electronic communications from The Department of Highway Safety and Motor Vehicles and The Supervisor of Elections? No

Would you like to receive electronic sample ballots from the Supervisor of Elections? No

Voter Application

New Change Declined Ineligible
 Reissue Current Signature Update

Copy Mailing Address to Resident Address

Clear ID Method ID Card Motor Voter Cancel

Electronic Intake – Voter Registration Address Screen

Manual parsing entry into each separate field

The screenshot shows a web-based form titled "Issuance: Motor Voter". The form contains several sections for data entry:

- Registration Type:** A dropdown menu set to "Change".
- Affirmations:** Two questions with "Yes" selected in dropdown menus:
 - "Do you affirm that you have not been adjudicated mentally incapacitated with respect to voting or, if you have, your right to vote has been restored?"
 - "Do you affirm that you are not a convicted felon, or if you are, your right to vote has been restored?"
- Mailing Address:** Fields for Address (2940 APALACHEE MAILING B341), City (TALLAHASSEE), State (FL), County (LEON), and Zip (32301).
- Physical Address:** Fields for Street # (2940), Suffix, Pre-Direction, Street Name (APALACHEE), Street Type (PARKWAY), Post Direction, Unit Type (SUITE), and Unit # (B341).
- City/State/Zip/County:** Fields for City (TALLAHASSEE), State (FL), Zip (32311 0), and County (LEON).
- Language:** Radio buttons for English (selected) and Spanish.
- Daytime Phone:** A text input field.
- Interest in being a poll worker?** "Yes" selected.
- Are you Active Duty Military or Merchant Marine?** "No" selected.
- Are You the Dependent of Active Duty Military or Merchant Marine?** "No" selected.
- Are You a U.S. Citizen Currently Residing Outside the U.S.?** "No" selected.
- Previous Voter Registration:** Fields for Name, Address, City, State, and Zip.
- Electronic Sample Ballots:** A dropdown menu for "Would you like to receive electronic sample ballots from the Supervisor of Elections?" and an email input field.

A large black oval is drawn around the Physical Address section, specifically highlighting the Street #, Street Name, Street Type, Post Direction, Unit Type, and Unit # fields.

Motor Voter Address Drop Down Box

Pre-Direction

This screenshot shows the 'Pre-Direction' dropdown menu open, displaying a list of directional options: N, S, E, W, NE, NW, SE, and SW. The form fields include Street #, Suffix, Street Name, Street Type, Post Direction, Unit Type, and Unit #. Other fields include City (POMPANO BEACH), Zip (33069), County (BROWARD), Language (English/Spanish), and Voting Assistance (No).

Street Type

This screenshot shows the 'Street Type' dropdown menu open, displaying a list of street types: STREET, STREETS, SUMMIT, TERRACE, THROUGHWAY, and TRACE. The form fields include Street #, Suffix, Pre-Direction, Street Name, Street Type, Post Direction, Unit Type, and Unit #. Other fields include City (POMPANO BEACH), State (FL), Zip (33069), County (BROWARD), Language (English/Spanish), and Voting Assistance (No).

Unit Type

This screenshot shows the 'Unit Type' dropdown menu open, displaying a list of unit types: APARTMENT, BASEMENT, BUILDING, DEPARTMENT, FLOOR, and FRONT. The form fields include Street #, Suffix, Pre-Direction, Street Name, Street Type, Post Direction, Unit Type, and Unit #. Other fields include City (POMPANO BEACH), State (FL), Zip (33069), County (BROWARD), Language (English/Spanish), and Voting Assistance (No).

Why Are Optional Fields Important?

- *Political party selection* – Determines eligibility to vote in primary election
- *Former name* - Reduces the creation of duplicate records
- *Former out-of-state address* - Helps notify other states to cancel now-outdated registration of a new Florida voter
- *Request for assistance at polls* - Enables a voter to get help at the polls without having to re-execute an oath for help
- *Contact information* - Provides a means to reach the voter about his or her registration or ballot
- *Want to be a poll worker* – Provides Supervisors with pool of potential temp staff for election cycles

Electronic Intake –

Political Party

- Voter's options:
 - Two major parties:
 - ✓ Florida Democratic Party
 - ✓ Republican Party of Florida
 - Seven minor parties
 - No party affiliation
- List of registered political parties:
 - Built into system's pull down menu (next slide)
 - Division of Elections' website:
[dos.myflorida.com/elections/candidates-
committees/political-parties/](https://dos.myflorida.com/elections/candidates-committees/political-parties/)
- Current voter requests party change:
 - "SELECT VOTER PARTY" button

Menu Screen for Political Party Change

Party Selection

Issuance: Motor Voter

Registration Type Change Date of Birth Address Name Party

Do you affirm that you have not been adjudicated mentally incapacitated with respect to voting or, if you have, your right to vote has been restored?

Do you affirm that you are not a convicted felon, or if you are, your right to vote has been restored?

Mailing Address Address
City State County Zip

Physical Address Example 43526 TAHITIEN GARDENS CIRCLE
Street # Suffix Street Name Street Type

Street #	Suffix	Pre-Direction	Street Name	Street Type	Post-Direction	Unit Type	Unit #
<input type="text" value="2940"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="APALACHEE"/>	<input type="text" value="PARKWAY"/>	<input type="text"/>	<input type="text" value="SUITE"/>	<input type="text" value="B341"/>

City State Zip County

Select Voter Party English Spanish
Party

Are you interested in being a poll worker? Are you Active Duty Military or Merchant Marine?

Are You the Dependent of Active Duty Military or Merchant Marine? Are You a U.S. Citizen Currently Residing Outside the U.S.?

Previous Voter Registration Name
Address
City State Zip

Would you like to receive electronic sample ballots from the Supervisor of Elections?

Email:

Party Listing

Issuance: Party Selection

Florida Democratic Party
 Republican Party of Florida
 No Party Affiliation

MINOR PARTIES

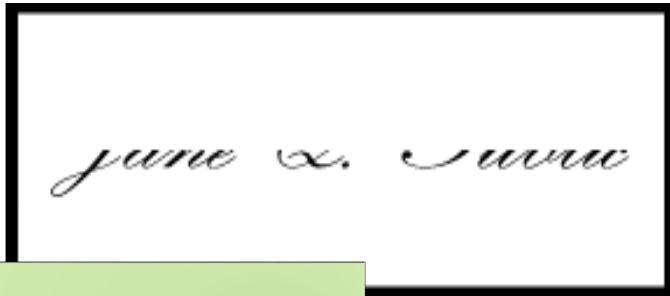
<input type="checkbox"/> Constitution Party of Florida	<input type="checkbox"/> Libertarian Party of Florida
<input type="checkbox"/> Ecology Party of Florida	<input type="checkbox"/> Party for Socialism and Liberation-Fla
<input type="checkbox"/> Green Party of Florida	<input type="checkbox"/> Reform Party of Florida
<input type="checkbox"/> Independent Party of Florida	

Electronic Intake – Signature



- Signature image captured at front end of process
- IMPORTANT: Electronic DL/ID card signature = voter registration signature
- Signature on voter record used to verify signature on:
 - Vote-by-mail ballot (VMB)
 - Provisional ballot
 - Petition for candidate qualifying
 - Petition to remove municipal or charter county officer
 - Citizen initiative petition for constitutional amendment or public measure

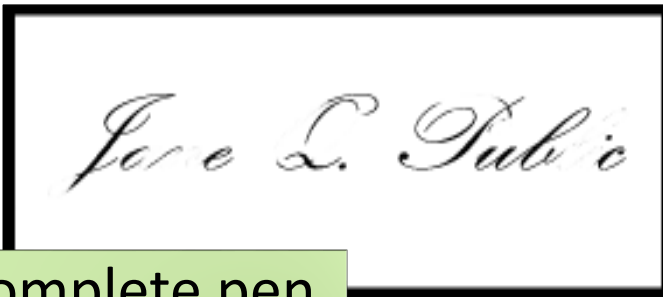
Signature Image Examples



Cut off



Blurry



Incomplete pen
strokes

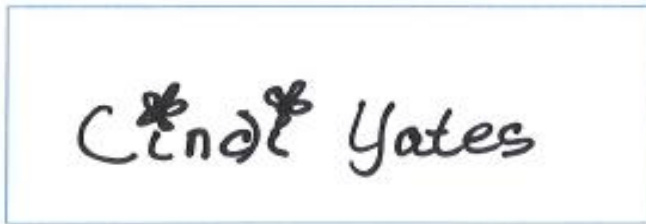


Complete and
clear

If signature is not complete and clear, have them re-sign

Signature Image Examples (cont'd)

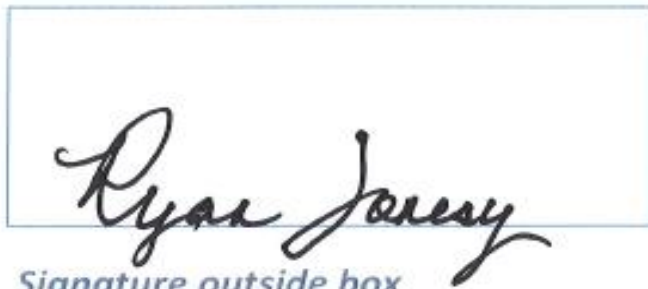
Signature changes over time



Teen Signature



30-something Signature



Signature outside box

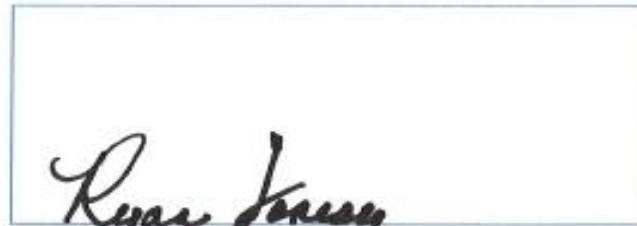


Image captured

Signature image clipped

Warning: Voided Voter Applications



- Voiding, cancelling, or interrupting a DL/ID card transaction does the same to the voter registration information
- You must re-enter voter registration when you re-enter DL/ID card information
- Failure to re-enter voter registration means no voter registration information is captured or transmitted

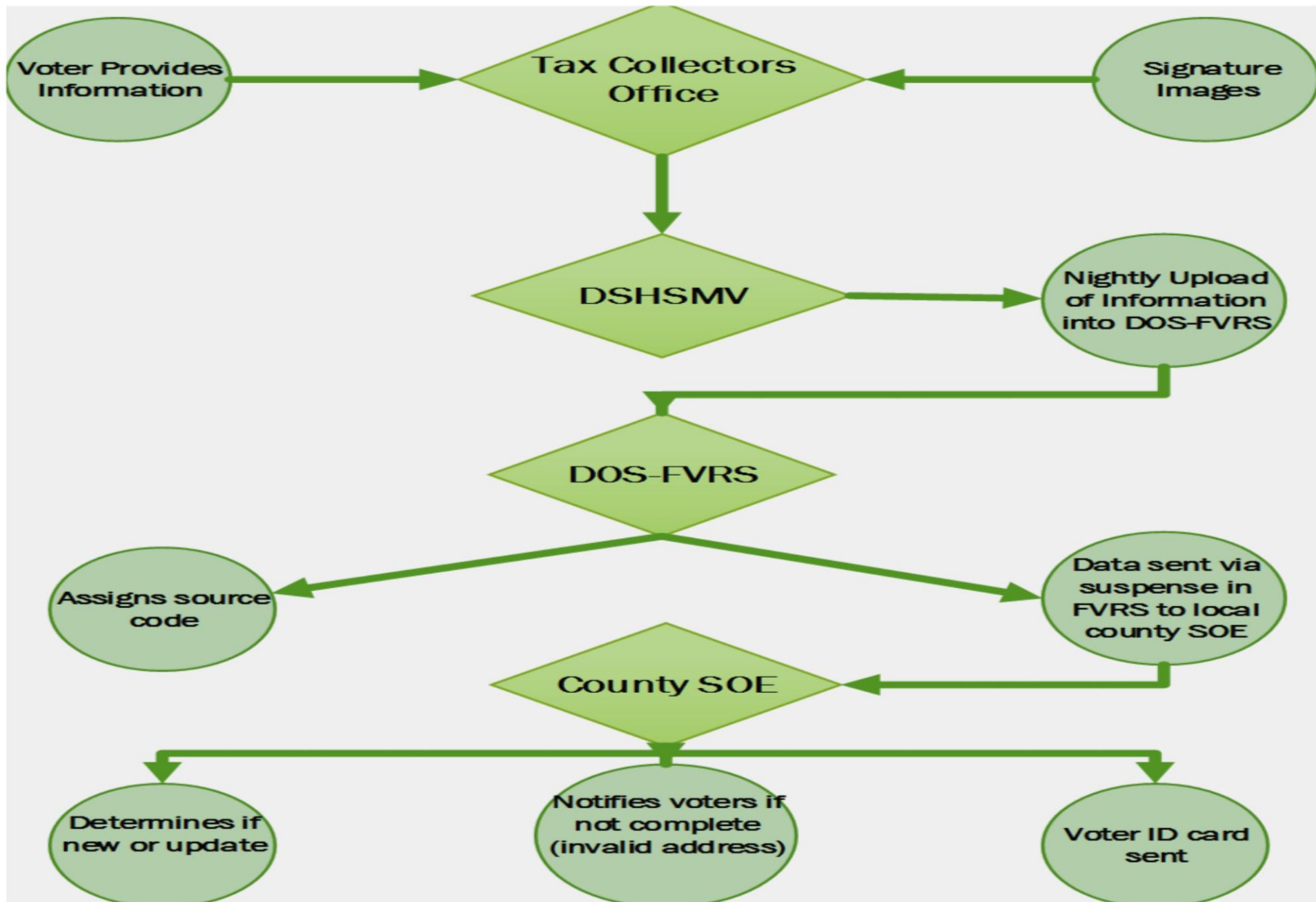
Electronic Intake – Wrap-up

- **Print out inputted** voter application information for applicant:
 - Applicant keeps print-out as receipt (see next slide)
- Allow **person time to review** and verify data entered
- Accept electronic intake only after **person verifies** data entered
- Tell the person to contact Supervisor of Elections **within two (2) weeks** if voter registration card not received

Voter Registration Receipt

The customer can opt to receive an email confirmation of the voter registration form which will be sent in a PDF format.

Type: PARTY CHANGE		Official Use Only			
Are you a citizen of the United States of America? YES					
<input checked="" type="checkbox"/> I affirm that I am not a convicted felon, or if I am, my right to vote has been restored.					
<input checked="" type="checkbox"/> I affirm that I have not been adjudicated mentally incapacitated with respect to voting or, if I have, my right to vote has been restored.					
Date of Birth (MM/DD/YYYY): 11/21/1955					
FL Driver License/FL ID Number: L252-073-55-921-0		Social Security Num.: 9554			
Last Name/Suffix LICENSE		First Name BARBARA		Middle Name/Initial MOTOR VOTER	
Address		City	County	State	Zip Code
Address Where You Live (Legal Residence): 2940 APALACHEE PKWY STE B341		TALLAHASSEE	LEON	FL	32311-0
Mailing Address if different from above: 2940 APALACHEE MAILING B341		TALLAHASSEE	LEON	FL	32301
Address where last registered to vote:					
Former name if making a name change:					
Party Affiliation: Florida Democratic Party				Day Phone Number:	
Race/Ethnicity: 5 WHITE, NOT OF HISPANIC ORIGIN					
Sex: F	Do you need voting assistance at the polls? NO	Are you interested in being a poll worker? YES	State or Country of Birth: FL		
Are you: Active Duty Military/Merchant Marine? NO	Dependent of an Active Duty Military/Merchant Marine? NO	U.S. Citizen Currently Residing Outside the U.S.? NO			
<input type="checkbox"/> Please send me a sample ballot by email if option is available in my county. Provide email address:					
Oath: I do solemnly swear (or affirm) that I will protect and defend the Constitution of the United States and the Constitution of the State of Florida, that I am qualified to register as an elector under the Constitution and laws of the State of Florida, and that all information provided in this application is true.					
The completion of your driver license or identification card application and signature, and/or any change of address will constitute your consent for voter registration purposes, unless you wish to decline.					
FOR VERIFICATION PURPOSES ONLY					
This form is provided for the purpose of verifying the information you have provided to Department of Highway Safety and Motor Vehicles and for attesting to the oath at the bottom of this form. Your application for voter registration will be acknowledged by your local Supervisor of Elections either by a Voter Information Card or a request for further information. Contact your local Supervisor of Elections if you have questions.					
Date: 24-apr-18 16:55:51 1232162					





Processing Paper Applications

SECTION FOUR

Types of Voter Application Forms

All should be accepted

Voter Registration Application

Before completing this form, review the General, Application, and State specific instructions.

Are you a citizen of the United States of America? Will you be 18 years old on or before election day? If you checked "No" in response to either of these questions, do not complete Form.

1. Last Name, First Name, Middle Name(s)

2. Home Address, Apt. or Lot #, City/Town, State

3. Address Where You Get Your Mail (Different from Above)

4. City/Town, State

7. Choice of Party, Race or Ethnic Origin

9. Signature, Date

National Mail-In Application

Florida Voter Registration Application Part 1 - Instructions (DS-DE 38, R15-2340, F.A.C. (vot), 10/2013)

Where to Register: You can register in person by completing this application and delivering it in person or by mail to any supervisor or assistant office that issues driver's licenses or voter registration agency (public assistance office, center for independent living, office serving persons with disabilities, public library, or annexed location) of the Division of Elections. Mailing addresses are on page 2 of this form.

Deadline to Register: The deadline to register to vote is 29 days before any election. You can update your registration record at any time, just for a Primary Election party changes must be completed 29 days before that election. You will be contacted if your new application is incomplete, delayed or a duplicate of an existing registration.

Identification (ID) Requirements: New applicants must provide a current and valid Florida driver's license number (FL DL) or Florida identification card number (FL ICN). If you do not have a FL DL or FL ICN, then you must provide the last four digits of your Social Security number (SSN). If you do not have any of these numbers, check "None" if you leave the field and box blank, your new registration time will be voided in Florida, and have never been issued one of the ID numbers above. Include one of the following with your application or at a later time before you vote: 1) A Florida ID card that shows your name and photo (Department of Transportation, Public Assistance (TP) or 7) a copy of an ID that shows your name and current residence address (acceptable: automobile-registry bill, bank statement, government check, paycheck, or other government document).

Questions? Contact the Supervisor of Elections in your county: <http://elections.fl.gov> / <http://www.fl.gov/elections> / Visit the Florida Division of Elections website at <http://www.fl.gov/elections>.

CENSUS RESPONSE: It is a 3rd degree felony to submit false information. Maximum penalties are \$5,000 and 5 year in prison.

PUBLIC RECORDS: Once filed, all information including your phone number and email address are provided to the public, except for the following, which can only be used for voter registration purposes: your FL DL or FL ICN, SSN, where you receive your vote, and whether you are devoted to register or to update your voter registration record at a later registration agency. Your registration will be voided but not updated. (Section 97.086, Fla. Stat.)

Numbered rows 1 through 7 and 12 must be completed for a new registration.

Florida Voter Registration Application Part 2 - Form (DS-DE 39, R15-2340, F.A.C. (vot), 10/2013)

This is: New Registration Record Update/Change (e.g., Address, Party Affiliation, Name, Signature) Request to Replace Voter Information Card

1. Are you a citizen of the United States of America? YES NO

2. I affirm that I am not a convicted felon, or if I am, my right to vote has been restored.

3. I affirm that I have not been adjudicated mentally incapacitated with respect to voting or, if I have, my right to vote has been restored.

4. Date of Birth

5. Florida Driver License (FL DL) or Florida Identification (FL ID) Card Number

6. Last Name, First Name, Middle Name, Name Suffix

7. Address Where You Live (legal residence - no P.O. Box), Apt./Lot/Unit, City, County, Zip Code

8. Address Where You Were Last Registered to Vote, Apt./Lot/Unit, City, State or Country, Zip Code

10. Former Name (if name is changed), Gender, State or Country of Birth, Telephone No. (optional)

11. Party Affiliation, Race/Ethnicity (Check only one), (Check only one if applicable)

12. SIGN/MARK HERE

Voter Registration and Absentee Ballot Request Federal Post Card Application (FPCA)

Print clearly in blue or black ink.

1. Who are you? Pick one.

I request an absentee ballot for all elections in which I am eligible to vote AND:

I am on active duty in the Uniformed Services or Merchant Marine - OR - I am an eligible spouse or dependent. I am an activated National Guard member. I am a State resident. I am a U.S. citizen living in a foreign country. I am a U.S. citizen living in a foreign country who is in the United States in military or naval service. I am a U.S. citizen living in a foreign country who is in the United States in the service of the U.S. Government.

Last name, First name, Middle name, Social Security Number, Suffix (Jr., II), Previous names (if applicable), Date (MM/DD/YYYY), License or State ID #, Sex (Female Male), Street address

2. What is your address in the U.S. State or territory where you are registering to vote and requesting an absentee ballot? Your voting materials will not be sent to this address. See instructions on other side of form.

Federal Post Card Application

at give your CURRENT address to receive your voting materials. (If different from above) Your mail forwarding address. (If applicable)

Phone: Fax:

What is your political party for primary elections?

Signature, Date (MM/DD/YYYY)

Today's date (MM/DD/YYYY)

Statewide Voter Registration Application

Processing Paper Applications

- **If received by mail:**
 - Keep postmarked envelope with application (even if postmark is unclear or there is no postmark)
- **If received in-person:**
 - Stamp date of receipt on application
 - Review application required & optional fields before the person leaves
- **Transmit paper application to local county SOE office within 5 calendar days**

Importance of Postmark and Date Stamp



- For mailed applications:
 - Date of postmark will become voter's registration date
 - If no postmark or postmark is unclear, date application received will become voter's registration date (except if received within 5 days of registration deadline, the deadline becomes the voter's registration date)
- For in person delivered applications, date of receipt will become voter's registration date

Keep Blank Paper Voter Registration Applications Available

Keep
stocked

- In plain view - easily accessible (office entrance way and work station)
- English and Spanish versions
- For pick-up and take out and/or fill-in and drop off
- As back-up in case electronic intake system is down

Assistance

- Provide same level of help as you would for electronic intake process
- Remind person to review (especially required fields) and sign application

How to Obtain Blank Paper Voter Registration Applications

- **Download/print** from Division of Elections' website and copy them at your office - Statewide Form (English/Spanish)
- **Order forms from the Division of Elections:**
 - Katrina.Ferguson@DOS.MyFlorida.com
 - Include:
 - ✓ Name of the person receiving the shipment
 - ✓ Mailing address (cannot be a post office box)
 - ✓ Contact telephone number
 - ✓ Number of English and Spanish applications needed
- **Obtain forms from local County Supervisor of Elections Office**

Non-Compliance

SECTION FIVE

Non-Compliance with NVRA - Action

- **Who:**

- Any person who alleges violation of voter registration or removal process under NVRA or Florida Election Code can file a complaint against DOS, SOE, DHSMV / Tax Collector, or a Voter Registration Agency

- **How:**

- NVRA complaint filed with the Department of State:

dos.myflorida.com/elections/forms-publications/forms/complaint-forms/

Non-Compliance with NVRA - Remedy

- Award of attorney fees and other sanctions
- Declaratory and injunctive relief by U.S. Attorney General/Department of Justice
- Criminal penalty for knowing and willful violations
- Maximum 5-year prison for intentional threats, intimidation, or undue influence as to a person's ability to register or to vote, or for fraud in voter registration application process

Key Dates and Contact Information

SECTION SIX

Important Dates - 2018 Election Cycle

Voter Registration Deadlines (29 days before election)

- Primary Election: July 30, 2018
- General Election: October 9, 2018

Election Dates

- Primary Election: August 28, 2018
- General Election: November 6, 2018

Check with your County SOE for dates regarding local and municipal elections – year round

Online Voter Registration System

- To submit electronically an online application with a confirmation receipt, or
- To print a statewide voter registration application with inputted voter registration information for signature and delivery to the Supervisor of Elections

FLORIDA DEPARTMENT OF STATE

Florida Online Voter Registration Website

Help FAQ Quick Facts

Register toVoteFlorida.gov

Welcome!

[Versión en Español](#) [Am I Already Registered?](#)

[Register or Update](#)

This system can be used to submit an application online for new registration or to make changes to your existing registration record or to prefill a voter registration application form.

To submit an online application, you will need:

- Your Florida driver license (Florida DL) or Florida Identification card (Florida ID card) issued by the Florida Department of Highway Safety & Motor Vehicles.

To protect your identity, you will also need:

- The issued date of your Florida DL or Florida ID card; and
- The last four digits of your Social Security Number (SSN4).

Note: If you do not have any one or all of the information above, you may still use the online system to prefill a voter registration application form. However, you will have to print, sign, and then mail or deliver your completed voter registration application to your county Supervisor of Elections' office.

You should not use this system to register or update your voter registration information if you are a participant with the Florida Attorney General's Address Confidentiality Program (See sections 741-401, -741.409, and 741.485, Florida Statutes). Contact your county [Supervisor of Elections](#) to register.

To be eligible to register to vote you must:

- Be a citizen of the United States of America;
- Be a legal resident of Florida;
- Be a legal resident of the county in which you seek to be registered;
- Be at least 18 years old to preregister or at least 18 years old to register and vote;
- Not be a person who has been adjudicated mentally incapacitated with respect to voting in Florida or any other state without having the right to vote restored; and,
- Not be a person who has been convicted of a felony without your civil rights having been restored.

Notice: It is a 3rd degree felony to submit false information. Maximum penalties are \$5,000 and/or 5 years in prison.

Registration deadline

The deadline to register for an upcoming election is 29 days before that election. You can also update your registration record at any time. However, since Florida is a [closed primary election](#) state, a party change for a primary election must be made by the registration deadline for that election. If the deadline has passed, you can still submit an online application at any time and it will be processed for future elections.

[Register or Update](#)

Rick Scott, Governor
Ken Detzner, Secretary of State

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ELECTIONS

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Questions or Comments [Contact the Department of State](#) or [take our Survey](#)

Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Florida Department of State
Phone: 1.866.308.6739
R.A. Gray Building

Contact Information

Division of Elections

- Katrina Ferguson, State-designated NVRA Coordinator
- 850-245-6237
- Katrina.Ferguson@DOS.MyFlorida.com

DHSMV

- Motorist Services Support
- Sharon Watson, Program Manager
- 850-617-2904
- SharonWatson@flhsmv.gov

Local County SOE

- Supervisor of Elections
- Contact information online at Division of Elections' website
- dos.myflorida.com/elections/contacts/supervisor-of-elections



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For more information, visit us online at:
dos.myflorida.com/elections/