

## Conducting a Voter Registration Drive in California

### Voter Registration Deadline

Applications must be postmarked by 15 days before Election Day

### Getting Started

**Training Requirement:** California does not require training for registration drives. But local officials may provide training programs and other materials for free.

**Notification and Registration Requirements:**

Organizations or individuals requesting 50 or more blank state voter registration cards must submit a [Voter Registration Card Statement of Distribution](#) form by fax to (916) 653-3214 or by mail to Secretary of State, Elections Division, 1500 11<sup>th</sup> Street, 5<sup>th</sup> Floor, Sacramento, CA 95814. For requests of 50 or over county-specific voter registration cards, the applicant should use a similar “Statement of Distribution” form provided by the specific county.

**Compensation Restrictions:** Organizations or individuals that compensate people to help others register to vote must:

- Maintain a list of the names, addresses, and telephone numbers of everyone that the individual or organization has agreed to compensate.
- Provide each person who is being compensated with a written statement of that person’s responsibilities and liabilities under California law and keep for three years a written acknowledgement that the person received it. A sample statement can be found in Appendix B of the California Secretary of State’s [“Guide to Voter Registration Drives.”](#)
- Only compensate individuals who sign in handwriting and place directly on each registration card their full name, telephone number, and address, and the name and telephone number of the person, company, or organization that agrees to pay those individuals.

Submit all cards collected to the elections official, even if some cards do not contain all of the information required by Elections Code sections [2150](#) and [2159](#). When submitting the completed cards, place the cards that contain all of the required information into a group and attach a signed acknowledgement that the cards in the group are in compliance with Elections Code sections 2150 and 2159. If there are cards that do not contain all of the required information, place them into a group and attach a signed acknowledgment that the cards in the group are not in compliance with Elections Code sections 2150, 2159, or both. Compliance with these statutes requires the following information to be included on completed registration cards:

- Name,
- Residence address,
- Mailing address, if different from residence address,
- Date of birth,
- State or country of birth,
- California driver’s license or ID card number,
- Last four social security number digits, if the applicant does not have a current and valid California driver’s license or California ID card,
- Political party,
- Completion of a prior registration portion indicating whether the applicant has been registered at another address, under another name, or as preferring another party and a listing of that prior address, name, or party,
- Signature of applicant,
- Signature of any person and who completes a portion of the application for the applicant including the date, and
- Signature, telephone number and address, and the name of the person, company, or organization, if any, that agrees to pay money or other valuable consideration for the completed affidavit of registration.

## Obtaining Applications

**Online Voter Registration:** Available at the [California Secretary of State's website](#)

**State Form:** State voter registration cards with the Secretary of State's address pre-printed on them may be obtained by contacting the Secretary of State's Elections Division at (916) 657-2166. The state card is printed in English, Spanish, Chinese, Hindi, Japanese, Khmer, Korean, Tagalog, Thai, and Vietnamese.

**County Form:** County voter registration cards with a county elections office's address pre-printed on them may be obtained by contacting your [local county elections office](#). County cards might be printed in fewer languages, depending on the demographics of the county.

**Photocopying Blank Forms:** Only original state or county voter registration cards may be used in voter registration drives.

[California Secretary of State's Guide to Voter Registration Drives](#)

## Handling Applications

**Incomplete Applications:** Individuals helping others to register to vote may only fill in information on a registration card for an applicant if the applicant specifically asks for assistance and they must sign and date the card and receipt, provide their full name, telephone number, address, and the name and telephone number of the person, company or organization, if any, that is compensating them.

**Photocopying Completed Applications:** California law does not expressly prohibit photocopying completed voter registration cards. However an applicant's driver's license number, identification card number, and Social Security number are confidential and should be covered.

**Submitting Completed Applications:** Completed applications may be returned either in person or by mail to the county elections official within three days of receiving it (excluding Saturdays, Sundays and state holidays) or before the close of registration, whichever is earlier.

*This Guide was prepared by FELN staff who are not licensed to practice law in California and FELN intends that the information contained herein is used only as a general guide. This document should not be used as a substitute for consultation with a licensed California legal professional.*

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