Voter Registration Drive Training

Registering Voters in California Completing a Voter Registration Card

Registering to Vote Online Other

Considerations



Department of Elections

1 Dr. Carlton B. Goodlett Place City Hall, Room 48 San Francisco, CA 94102 <u>SFVote@sfgov.org</u> (415) 554-4375

November 3, 2020, General Election

Registration Deadline: October 19, 2020

What do you need to know to register voters?

Who can register

voters?



VOTE! 投票! ¡VOTE! BUMOTO!

Anyone can register people to vote!

No age restrictions No residency requirement No need to be a voter



Guide in registering others to vote

- 1. Register **anyone** who wants to register, **regardless of** political party preference or county of residence
- 2. You may not deny someone the ability to take a registration card with them to complete later
- 3. You may not charge a fee to register
- 4. You may not offer an incentive to register
- 5. You may not pre-print any information on the registration card
- 6. You may not alter information that is written on the card
- 7. You may not copy, collect, or share information from the registration card
- 8. If you **assist** someone in completing the registration card, and/or are returning it for them, **you must also complete** the "Did someone help you fill out or deliver this form?" boxes
- 9. Submit all completed applications to the Department of Elections within 3 business days of completion or by the registration deadline, whichever is first



Who should register?



3. A **registered** voter who needs to update their:

a. Nameb. Addressc. Political partyd. Signature



Requirements:

- a. Be a United States **citizen**
- b. Be a **resident** of California
- c. Be **at least 18 years old** on Election Day*
- d. **Not in** state or federal prison, or on parole for the conviction of a felony
- e. Not found to be mentally incompetent to vote by a court of law



Stay safe and healthy while registering voters



Wear facial coverings and other personal protective equipment Use hand sanitizers and make sure to disinfect high-touch items

Practice social distancing



Registering Voters

- 1. Give a registration card to anyone who requests one
- 2. Assist registrants with completing the card as needed
- 3. Once completed, **review** the card if complete
- 4. Detach bottom portion of the card and give it to the registrant as their receipt
- 5. Keep all completed cards in a safe and secure location

Loter Registration Pre-

- 6. Return to the Department within three business days of completion, or by the registration deadline, whichever comes first
 - * Return unused cards to the Department

The Voter Registration Card

Make sure you know each section of the Voter Registration Card in case registrants have questions

Completing the card

Returning the card





Completing a Registration Card

All voter registration cards should be completed in **blue** or **black** ink

LEGAL NAME: Make sure the registrant writes their name in "First, Middle, Last" order.

ADDRESS: Make sure registrant enters their home address, not a P.O. Box/work/ shelter address. If without a fixed address, write **cross streets**.

HISTORY: If the registrant was previously registered to vote, fill out this section. This helps the Department **update voter data**.

	C	rint clearly using blue or black ink. Use this form if you: (1) are a new voter, (hanged your name, (4) have moved and need to update your voter registration a olitical party preference. You can also register to vote online at RegisterToV	address, or (5) want to change yo
Qualifications	1	I am a U.S. citizen and resident of California Yes No I am 18 or older Yes No I am 16 or 17 and want to pre-register Yes No	If "No," you CANNOT re Only choose one.
Your legal name	2	Mr. Ms. Mrs. Miss (optional) First Middle Last (including suffix, such as Jr., Sr., III)	
Identification If you do not have a CA driver license or CA ID card, list the last 4 numbers of your Social Security Number (SSN), if you have one.	3	Date of birth \overline{M} \overline{M} \overline{D} \overline{D} \overline{Y} \overline{Y} \overline{Y} \overline{Y} <u>California driver license or ID card #</u> <u>U.S. state or foreign country of birth</u>	t 4 numbers) XXX-XX
The address where you live Do not use a P.O. Box #	4	Home address Califo City State CA Zip Califo If you do not have a street address, describe where you live including cross streets,	у
The address where you receive mail Skip if same as address above.	5	Mailing address – if different from above or a P.O. Box #	Foreign country
Registration history If you were previously registered or pre- registered to vote, fill out this section.	6	First name Middle initial Last name Previous address Previous State Zip county Previous political par	City rty preference <i>(if any)</i>

QUALIFICATION: Make sure the registrant selects one of the boxes. If the registrant is **not a U.S. Citizen**, they may not register using this card.

ID: If the registrant **does not** have an ID/ license/SSN number, leave this blank. They will need to provide a form of ID when they vote for the first time.

MAIL: If the registrant **has a P.O. Box** or prefers to have election materials sent to an **alternative address**, indicate that address here.

VOTE-BY-MAIL: If yes, let the registrant know that the Department will mail them a ballot **approximately one month before** every election.



POLITICAL PARTY: The registrant can **select** any party they prefer or choose "no party" as their preference. A registrant may change party preference **at any time** by completing a **new** registration card.

Optional voter information I want to choose a political party preference Email (optional) □ American Independent Party Democratic Party **Political party** Green Party preference Phone number (optional) □ Libertarian Party If you choose "No □ I would like to receive election information by text message. Party/None," you □ Peace and Freedom Party My language preference for receiving election materials is: may not be able Republican Party to vote for some parties' candidates English Spanish Chinese Hindi Khmer □ Other (specify): at a primary election Español 中文 हिंदी iai for U.S. President, or for a party's central Korean □Japanese □Tagalog Thai □Vietnamese committee. 하국어 日本語 ไทย Việt ngữ I do not want to choose a political party preference □ I want voting materials in an accessible format. My ethnicity/race is: □ No Party / None I swear or affirm that: I am a U.S. citizen and a resident of California and at least 16 years old. I am not currently in state or federal prison or on parole for the conviction of a felony. I am not currently found mentally incompetent to vote by a court. I understand that it is a crime to intentionally provide incorrect information on this form. I declare under Affidavit penalty of perjury under the laws of the State of California that the information on this form is true and correct. You must sign in 10 the red box for your registration to be complete. Signature Date Signed Month Day Year 591288 200001 38 GI Did someone help you fill out or deliver this form? For Elections Information Contact: The law protects your voter registration If "yes," the person who helped you must fill out and sign both parts of this blue box information against commercial use. Report any problems to the Secretary of **Director of Elections** Signature Date State's Voter Hotline: (800) 345-8683. **Department of Elections** Name, address, and phone #: 1 Dr. Carlton B. Goodlett Pl., Room 48 San Francisco CA 94102-4634 (415) 554-4375 Org. name and phone #: Tear here and fold. Tape to seal. Do not staple. The bottom part is your receipt. Keep it until you receive a notice from your county elections official. Date Signature Name, address, and phone #: Org. name and phone #: 591288 38 GI (This part is the voter's receipt.)

OPTIONAL: While optional, giving this information will help the Department of Elections provide more **customized materials and services** to the registrant.

AFFIDAVIT: The registrant must read the statement, and sign and date in the red box. Inform the registrant that the signature they use will be associated with their registration record and will be used to confirm identity. Remind them that if their signature changes, they should complete a new registration card.

HELP: Complete this section if you **assist** the registrant in completing and/or delivering the voter registration card for them.

RECEIPT: After reviewing, **detach** the receipt at the bottom of the card and **give it to the registrant**. Remind them that they will receive a confirmation of their registration from the Department of Elections **within 2 weeks of submission**.





DIRECTOR OF ELECTIONS DEPARTMENT OF ELECTIONS 1 DR CARLTON B GOODLETT PL RM 48 SAN FRANCISCO CA 94102-9578

SAN FRANCISCO COUNTY

Important Registration Information

- To vote in the next election, you must be at least 18 years old on Election Day and mail or deliver this card at least 15 days before the next election.
- If you miss the 15-day deadline, you can still register and vote. Contact your county elections official.
- 16- and 17-year-olds that pre-register to vote will automatically be registered voters when they turn 18.
- New voters that register by mail may have to show a form of identification the first time they vote, if they didn't provide a driver license or SSN when registering.
- Once registered, you may vote for any candidate for state or congressional office, regardless of the candidate's or your party preference or lack of party preference.

Can I vote by mail in the next election?

 Mark "Yes" in box 7 to always receive your ballot by mail.

or

 Once registered, to receive your ballot by mail for the next election, send a written request to your county elections official at least 7 days before the election. Can I check my voter registration status?

Yes! Check online at: https://voterstatus.sos.ca.gov

Safe at Home

If sharing your address could put you in life threatening danger, you may be eligible to register to vote confidentially.

For more information, contact the Safe at Home program.

Safe at Home: (877) 322-5227

Online: SafeAtHome.sos.ca.gov

Questions, problems, or to report fraud? Contact the Secretary of State's office:

- (800) 345-VOTE (8683)
- elections@sos.ca.govwww.sos.ca.gov
- RegisterToVote.ca.gov

Or contact your local elections office.

For election information in other languages, please visit: www.sos.ca.gov, or call: Español: (800) 232-8682 中文: (800) 339-2857 Việt ngữ: (800) 339-8163 한국어: (866) 575-1558

ไทย:

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中文:	(800) 339-2857
Việt ngữ:	(800) 339-8163
한국어:	(866) 575-1558
Tagalog:	(800) 339-2957
日本語:	(800) 339-2865
हेंदी:	(888) 345-2692
31 :	(888) 345-4917

(855) 345-3933

Returning the Registration Card

Registrants can:

- **1.** Submit the completed Registration Cards to you (return to the Department in three business days),
- **2. Deliver** them in-person, or
- **3.** Mail the card back to the Department of Elections

IT'S POSTAGE-PAID! Just drop it in the mail box, no need to worry about stamps! Make sure it gets to the Department of Elections before the Registration Deadline!

REGISTRANT GETS TO KEEP THE RECEIPT! Detach from the card, and set aside for record-keeping. A **Voter Notification Card** will be sent in the mail in about two weeks.

T	Keep it until you receive a notice from	T	Signature Date // Name, address, and phone #:	
38 GI	591288		Org. name and phone #:	
		(This part is the vote	r's receipt.)	



Registering to vote online

You can also direct eligible residents to register to vote online at *registertovote.ca.gov*

How to register online

DMV signature verification



Alex Padilla California Secretary of State

Website Help

California Online Voter Registration

Welcome to the California Online Voter Registration website.

Language Preference If you wish to continue in a language other than English, please select your language below.

<u>한국어 Korean</u> Tagalog ภาษาไทย Thai Tiếng Việt Vietnamese

Register to Vote Now
Pre-Register to Vote
Check Your Registration Status



Online voter registration

All eligible California residents can register to vote online at *registertovote.ca.gov*.

16 and 17-year-olds who will turn 18 by Election Day can also pre-register to vote through the site.

The online form requires registrants to provide the same information needed to complete a paper Voter Registration Card.





DMV signature verification

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e covr.sos.ca.gov/?etep=3 Help Filling Out This Form Did someone help you fill out this form?	9 * 9 :	 c ovr.sos.ca.gov/en/OnlineVoterRegistration/Confirmation?step=4 Confirmation - Voter Registration Application 1 2 3 4 5 		
 ○ Yes Signature 		Signature Needed We could not find your signature on the file at the Department of Motor Vehicles (DMV) or you did not give consent to use your DMV signature. You must sign a printed copy of your voter registration application.		
To register to vote online, the Department of Motor Vehicles (DMV) must send the California Secretary of State an electronic copy of the signature from your driver's license or state identification card. I consent to the use of my DMV signature to register to vote. *		New voters may have to show a form of identification or proof of residency the first time they vote, if a driver license or SSN was not provided when registering. Registration Deadline The deadline to register or re-register to vote for any election is 11:59:59 p.m. Pacific Time on the 15th calendar day before that election. If this deadline has passed:		
¥es ○ No		 You can submit an application and it will be processed for future elections. You have the opportunity to 'conditionally' register to vote and vote provisionally at your local <u>county elections office</u>. Contact your local county elections official for more information or vice <u>frequentity</u> <u>Asked Questions</u> (FAQs). For more information on requesting to vote, you may want to visit our <u>Frequently Asked Questions</u> (FAQs). Submit Application		
 I declare under penalty of perjury under the laws of the State of California that: * I am a U.S. citizen and a resident of California and at least 18 years old. I am not currently in a state or federal prison or on parole for the conviction of a lelony. I am not currently found mentally incompate to vote by a court. I understand that it is a crime to intentionally provide incorrect information on this form. The information on this form is true and correct. 		Submit Application You have two options for submitting your voter registration application: Option 1 - Print, sign, and mail your application. Print and sign your application. Then mail it to your county electron official. Wyou are using a public computer, protect your personal information! Once you are done printing, close the browser and delete the PDF file.		
		Print Application (PDF) Submit Application Without Signature		

When registering to vote online, the signature from your driver's license or state ID card is used to verify your registration. If you do not have a signature on file with the DMV, you can print, sign, and mail your registration application.

Registration is just the first step!

Remind registrants of the upcoming election and how to access more information about the candidates and measures.

SFELECTIONS.ORG

Non-partisan information about local candidates and measures to assist voters in making their selections

Voter Information Pamphlet

Sent to all registered voters approximately one month before the election. Online version can be accessed at **voterguide.sfelections.org**

SOS.CA.GOV/ELECTIONS

All you need to know about voting in California, including state candidates and measures

Voter Information Guide

Sent to all registered voters approximately one month before the election. Online version can be accessed at **voterguide.sfelections.org**



Best Practices: Organizing Your Voter Registration Drive



Explore Your Voting Options



Vote by Mail



Vote at the City Hall Voting Center 29 days before Election Day

In early October, all registered voters will receive a ballot in the mail for the November 3, 2020, General Election.

All registered voters can also download a ballot online using the Accessible Vote-by-Mail System.

Once a ballot is marked, it can be printed and returned to the Department by mail or in-person. Learn more at *sfelections.org/access*. To protect public health, the City Hall Voting Center will be set up in front of Bill Graham Civic Center Auditorium on 99 Grove Street.

Monday – Friday October 5 – November 2 8 a.m. – 5 p.m.

Saturday – Sunday October 24 – 25 & October 31 – November 1 10 a.m. – 4 p.m.

Election Day, Tuesday, November 3 7 a.m. – 8 p.m.



Vote at your assigned polling place on Election Day

Election Day, Tuesday, November 3 7 a.m. – 8 p.m.

Find your polling place and access information on the back cover of your Voter Information Pamphlet; at *sfelections.org/myvotinglocation*; or by calling (415) 554-4375.

Vote early to avoid lines on Election Day!



Language and Accessibility Resources



Accessible Voting

Voters with disabilities may use an Accessible Vote-By-Mail System to obtain and mark their ballot in a screen-readable format. To access the ballot, go to *sfelections.org/access*.

All polling places have accessible equipment, tools, and services.



Multilingual Services

Voters can request translated election materials at *sfelections.org/language* or by calling (415) 554-4375.

Materials and services are available in Chinese, Spanish, Filipino, Vietnamese, Korean, and many other languages.

Visit the *sfelections.org/voterportal* for more self-service options!



Recruit poll workers!

We need 3,000 poll workers every Election

- California voter
- Lawful permanent resident, 18 years old and above
- SF High School student (at least 16 years old)

Earn up to \$240. Call (415) 554-4395 or visit **sfelections.org/pw** to apply and learn more.





Thank You!

Department of Elections 1 Dr. Carlton B. Goodlett Place City Hall, Room 48 San Francisco, CA 94102 <u>SFVote@sfgov.org</u> (415) 554-4375 Outreach Team sfoutreach@sfgov.org (415) 554-5685