



**ALEX PADILLA** | SECRETARY OF STATE | STATE OF CALIFORNIA  
ELECTIONS DIVISION

1500 11<sup>th</sup> Street, 5<sup>th</sup> Floor, Sacramento, CA 95814 | **Tel** 916.657.2166 | **Fax** 916.653.3214 | [www.sos.ca.gov](http://www.sos.ca.gov)

July 5, 2016

County Clerk/Registrar of Voters (CC/ROV) Memorandum #16222

**TO:** All County Clerks/Registrars of Voters

**FROM:** /s/ Jana M. Lean  
Chief, Elections Division

**RE:** Voter Registration: Voter Registration Cards and Pre-Registration of  
16- and 17 year-olds

Updated voter registration cards (VRCs), which include the pre-registration opportunity for 16- and 17-year-olds, will be arriving at your offices over the next few days. However, as you know, the pre-registration opportunity is only available once VoteCal becomes the State's system of record in late August 2016.

We request that you utilize your current stock of VRCs until it runs out. Once you begin utilizing the updated pre-registration VRCs, we request that you set aside and refrain from processing (inputting into your local Election Management System (EMS)) all affidavits received from 16- to 17-year-olds, unless the 17-year-old will be 18 on or before the next election.

Once VoteCal becomes the State's system of record, you can begin entering pre-registration affidavits into your EMS. Please use the VoteCal certification date when entering any pre-registration affidavit executed prior to the VoteCal certification date.

In advance of the VoteCal certification, if you receive inquiries regarding the set aside of pre-registration affidavits, we recommend you notify the pre-registration affiants that their affidavits will be processed once VoteCal becomes the State's system of record.

If you have any questions, please feel free to contact me at [Jana.Lean@sos.ca.gov](mailto:Jana.Lean@sos.ca.gov) or (916) 657-2166. Thank you.