



DEBRA BOWEN | SECRETARY OF STATE
STATE OF CALIFORNIA | ELECTIONS

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April 9, 2009

County Clerk/Registrar of Voters (CC/ROV) Memorandum #09057

TO: All County Clerks/Registrars of Voters

FROM: Steven M Carda
Steven Carda
CalVoter Elections Analyst

RE: May Statewide Special: Verification Mailing Files

The Verification Mailing process is a service the Secretary of State offers to counties. This service involves our office working in conjunction with the Office of State Publishing to mail a voter registration card to registrants who have requested a change of address through a motorist transaction at DMV. Files are transferred to CalVoter as a transaction number 30 and follow the naming convention of *m.txt. When using the Verification Mailing service, there is a delay in the time it takes for our office to process these files and the time the registrant receives a voter registration card. Files that are received from counties after April 14, 2009, will be processed; however, they will not be processed in time for the registrant to receive their voter registration card for the close of registration on May 4, 2009.

We recommend that every county mail a VRC to any voter identified in the daily DMV-Change of Address files starting April 14, 2009, instead of using the verification mailing service. This will ensure that the VRC is delivered to the voter in time for changes to be made that affect a voter's eligibility for the May 19, 2009, Statewide Special Election.

Should you have any questions about this or any CalVoter issue, please contact the CalVoter Help Desk at (888) 868-3225.

Thank you.