Voter Registration Card Statement of Distribution

(Office Use Only)							

1.	General Imormation					
Name:				Date:		
Name o	of Organization:					
Street A	Address (No P O Box):					
City: _		State:		Zip:		
Teleph	one: ()		Fax: ()		
Numbe	er of Cards Requested:		_ Langu	age:		
II.	Proposed Method of Distribution	(Check)				
☐ Fix	xed Location	☐ Mail (Blanket)		☐ Petition		
☐ Do	oor-to-Door	☐ Mail (Targeted)				
☐ Ot	her					
III.						
I decla		e read and understand the le	egal requirement	s on the reverse side of this form and that I will		
2) The the same and the	e affixing of postage; and ior to distribution, the affidavit portion yone other than an elector or by anoth	on of the registration cards where person assisting the electron of contract the contract of t	in any way, othe will not be marke ctor; and	any elector requesting one; and r than by the insertion of a mailing address and ed, stamped, or partially or fully completed by ill be fully advised of the legal requirements		
Signatu	rre:(Important: \$	See Legal Requirements o	n reverse side o	Date: f this Statement)		
Serial I	Numbers: [(Of	fice Use Only)			

Fax This Completed Form To: (916) 653-3214

Legal Requirements

- Important -

The following requirements must be complied with by all persons and/or organizations to whom registration cards are issued. Non-compliance may result in referral to the appropriate law enforcement agency.

Receipt – A person who assumes responsibility for returning another person's completed voter registration card (a completed voter registration card is known as an affidavit of registration) to the elections official, must complete the blue box section of the affidavit by signing, dating and listing their name, address and telephone number on the card itself and on the receipt portion of the affidavit. (Elections Code § 2158.)

Return of Affidavits – Persons distributing voter registration cards must return all completed affidavits in their possession within three working days, excluding Saturdays, Sundays, and state holidays. Retaining completed affidavits for more than three days, or denying the voter's right to return his or her completed affidavit is a misdemeanor. All blank cards must be returned to the elections official immediately after the 15th day preceding a statewide primary or general election, and whenever instructed to do so by the elections official. (Election Code §§ 2138, 2139, 18103.)

Unsolicited Mailing – Any mailing of a voter registration card to a person who did not request one must be accompanied by a cover letter or other notice with each card, instructing the recipient to disregard the card if he or she is currently registered to vote. (Elections Code § 2158.)

Note: Organizations receiving completed affidavits of registration for delivery to the elections official must ensure that all affidavits completed in whole or in part by prospective registrants are promptly forwarded to the elections official. This includes affidavits containing irregularities or minimal information, i.e. a name and address.

The elections officials, not the organization distributing or receiving affidavits, will determine the validity of the registration.