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June 30, 2026

County Clerk/Registrar of Voters (CC/ROV) Memorandum #26180

TO: All County Clerks/Registrars of Voters

FROM: /s/ Kalieka Edwards
Elections Analyst

RE: National Voter Registration Act (NVRA): Reporting Voter Registrations
Process Change

County elections officials must report on the number of voter registrations generated by each Voter Registration Agency (VRA) office or site within the county to the Secretary of State (SOS) by the 10th day of every month. The report currently has two components which the SOS emails to County Elections NVRA Coordinators each month:

- 1) a one-page report with category totals for non-Department of Motor Vehicles (DMV) agencies, and
- 2) a spreadsheet that contains a page for each county with a list of the known VRA offices and sites in the county.

This memorandum hereby notifies County Elections NVRA Coordinators of an update to the reporting process for the non-DMV agency category beginning August 1, 2026.

The previously required one-page reporting document is being replaced with a Microsoft Form to submit non-DMV agency category totals. Each month, County NVRA coordinators will receive 1) a link to the Microsoft Form, along with 2) the reporting spreadsheet.

Monthly NVRA reporting requirements are also detailed in the NVRA training for County Elections Officials on our website. The information required by the SOS, as outlined in Elections Code section 2407, remains the same.

Please feel free to contact the SOS NVRA Coordinators with any questions you may have at nvra@sos.ca.gov or by calling (916) 657-2166.

Thank you.