



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

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February 27, 2020

County Clerk/Registrar of Voters (CC/ROV) Memorandum # 20053

TO: All County Clerks/Registrars of Voters

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

RE: Presidential Primary: Updating Voter Registration Dates: Residence
Address and Political Party Preference Changes at Polling Locations

The Secretary of State has received inquiries regarding the updating of voter registration dates as a result of receiving written requests to change residence addresses or political party preferences at polling locations. (See, Elec. Code, §§ 2119.5, 2152; Senate Bill (SB) 207 (Chapter 1 of the Statutes of 2020); [CCROV # 20047](#).) For purposes of this memorandum, these written requests are referred to as "SB 207 written requests."

In order to standardize the process used by all 58 counties so that VoteCal can function as expected, our office is providing the following guidance:

When a county elections official receives an SB 207 written request from a voter to change their residence address and/or political party preference at a polling location, the county elections official should update the voter registration date and related fields in their Election Management System.

The updated voter registration date should be assigned as follows:

If the voter receives a ballot and votes at the time of submitting their written request, the voter registration date should be the date the voter submitted the written request and voted.

If the voter does not request/receive/vote a ballot at the time of submitting their written request, the voter registration date should be the date of the close of registration for that election. This will allow the county elections official to update the voter registration record with the changes and the voter's updated information to appear on the roster that is provided at the polls.

The following related fields (registration source, form type, and delivery method) should be utilized:

VoteCal Standard Value for Registration Source:

Office/In Person

VoteCal Standard Value for Registration Form Type:

Other

VoteCal Standard Value for Registration Delivery Method:

In Person/In Office/ROV

Following the March 3, 2020, Presidential Primary Election, and in consultation with the CACEO's Business Process Committee, the VoteCal Project Team will issue a revised VoteCal guidance document addressing updating voter registration dates in light of SB 207 written requests. It is anticipated that the guidance document will be revised to be consistent with the guidance provided in this memorandum.

If you have any questions regarding this memorandum, please contact Cathy Ingram-Kelly at ckelly@sos.ca.gov.