

Voter Registration Drive Q & A and Tips

Q: Can anyone host a voter registration drive and distribute Voter Registration Applications in Oklahoma?

A: Anyone – including candidates, members of political organizations, and businesses – can host a voter registration drive and distribute applications.

Q: Do I need special training to register voters and assist them with their applications?
A: No training is required; however, you will need to download and read our Legal Responsibilities handout, Voter Registration Drive Q & A and Tips, and of course, the Voter Registration Application instructions. If you have questions, please contact the <u>State Election Board</u> or your County Election Board.

Q: Do I need permission to host a voter registration drive or distribute applications?

A: You may request permission to print, copy, prepare and distribute Voter Registration Applications from the Secretary of the State Election Board. Contact us at <u>info@elections.ok.gov</u> for a request form.

You will receive an email notifying you of whether or not your request has been approved. Please keep in mind that the Secretary reserves the right to revoke permission at any time.

Q: Is there a charge for Voter Registration Applications?

A: There is no charge for Voter Registration Applications; however, quantities may be limited. Please refer to Oklahoma Administrative Codes <u>230:15-3-24</u> and <u>230: 15-3-26</u> for specific information regarding quantities.

If the State Election Board is unable to provide the total number of applications requested, the request may be partially fulfilled and the applicant will be granted permission to print additional applications from the State Election Board website.

Q: Where do I get applications once I have received permission from the Secretary of the State Election Board?

A: Please specify on your request form if you would like to pick up your applications from the State Election Board or your <u>County Election Board</u>. Once your request is approved, you will receive an email notifying you that your applications are ready to be picked up.

While we typically provide a quick turnaround on application requests, we recommend you allow sufficient time for your request to be processed. If you are unable to allow sufficient time for processing, we recommend you submit a request to print applications or conduct an Electronic Voter Registration Drive. Please see our guide for **Hosting an Electronic Voter Registration Drive**.

Q: What if I run out of Voter Registration Applications?

A: Serial requests from the same organization, entity, or individual made within a thirty-day period must be submitted in writing and the requestor must state that all previously received forms have been distributed. Voter registration drive hosts also have the option to request to print applications from the State Election Board website or host an Electronic Voter Registration Drive.

Q: Who can register to vote?

A: To register to vote in Oklahoma you must be:

- A U.S. citizen,
- A resident of Oklahoma, and
- At least 18 years of age or older or at least 17 ½ years of age (to pre-register.)*

Additionally,

- You may not have been convicted of a felony, or if you have been convicted, you must have fully served your sentence of court-mandated calendar days, including any term of incarceration, parole, or supervision, or completed a period of probation as ordered by any court;
- You must not be under judgement as an incapacitated person or a partially incapacitated person prohibited from voting.

*IMPORTANT: Applicants who pre-register may not vote until their application has been approved and they have turned 18 years of age.

Q: Can I help someone fill out their Voter Registration Application?

A: Anyone can help an applicant fill out their Voter Registration Application; however, if you assist an applicant, your name and address must be included on the application in the appropriate section.

Q: Is an applicant considered "registered" once they have completed an Oklahoma Voter Registration Application?

A: No. Applicants are not considered "registered" and are not able to vote until their application has been processed and approved by the appropriate County Election Board Secretary.

Q: How will applicants know their Voter Registration Application has been approved?

A: Applicants will be mailed a Voter Identification Card by their County Election Board. If an application is not approved, a letter will be mailed to the applicant along with the reason(s) why the application could not be approved and, if applicable, information on how to resolve the issue.

Q: Can I collect completed Voter Registration Applications?

A: Anyone – including candidates, members of political organizations, and businesses – may collect completed Voter Registration Applications. However, we recommend applications be mailed or hand delivered to the <u>State Election Board</u> or appropriate <u>County Election Board</u> **immediately following** a voter registration drive.

IMPORTANT: If you choose to collect applications, you are also making the choice to be responsible for the applicants' personal information and ensuring that the applications are submitted to the Election Board in a timely manner. Please keep completed applications in a secure location until they are returned to the Election Board.

Q: Can I provide stamps and envelopes for applicants to mail their own applications?

A: Yes. You may provide stamps and/or envelopes for applicants to mail their own applications.

Q: Can I provide incentives like pizza, cookies, t-shirts, stickers, or school credit for registering to vote?

A: No. It is against the law to provide anything of value in exchange for registering to vote – including grades. If you would like to offer something during your drive, you must make it available for everyone, not just those who complete a registration application. This includes entries or chances to win door prizes or other items.

Q: Do I need to mail collected applications individually or can I mail them together?
A: Applications can be mailed individually or in a single envelope or box to the <u>State Election Board</u> or appropriate <u>County Election Board</u>.

IMPORTANT: Please keep in mind that if you mail applications in a single envelope or box, there will be no postmark on the individual applications; therefore, **applications must be received 25 days prior to an election in order to be valid for that election**.

Q: Can I drop collected applications off at my County Election Board, even if the applicants are from different counties?

A: While this is not prohibited by law, we highly recommended that you mail or hand deliver applications intended for several counties to the State Election Board to avoid a delay in processing or an applicant missing a voter registration deadline. Our staff will sort and distribute them to the appropriate county election boards.

Q: What if a batch of applications signed and dated by the applicant BEFORE the deadline is received by the State or County Election Board AFTER the deadline?

A: Applications that are mailed or hand delivered in a single envelope/box/batch and are received after the deadline, will not be approved for the immediate election but, if otherwise valid, will be approved for subsequent elections. Applications that are mailed individually and postmarked on or before the voter registration deadline, but received after the deadline, will be considered to have met the voter registration deadline and will be processed according to state law.

Q: If an application is postmarked at least 25 days prior to an election, but not received by the State or County Election Board until after the deadline, will it be valid for that election?

A: Yes, if the applicant is otherwise eligible.

Tips for a Successful Voter Registration Drive

DO:

- ✓ Make sure the applicant has completely filled out the application.
- ✓ Make sure the applicant has read the oath, dated and signed the application.
- ✓ Keep completed applications in a **secure location** until they are returned to the Election Board.
- Mail or hand-deliver applications to the State Election Board or County Election Board immediately following the voter registration drive or collection period.

DO NOT:

- ✓ Hold or accumulate completed applications.
- ✓ Place completed applications in an unsecure location.
- Assist an applicant without providing your name and address where indicated in the appropriate section of the Voter Registration Application.
- ✓ Offer anything of value to entice unregistered persons to register.
- ✓ Knowingly cause a qualified elector to be invalidly registered OR cause an unqualified person to be registered.
- ✓ Knowingly collect or submit voter registration forms containing false, fraudulent, or fictious information.

If you have questions regarding registration or receive questions from applicants that you are unable to answer, please contact the State Election Board or your County Election Board for assistance.

Oklahoma State Election Board

Physical Address

2300 N. Lincoln Blvd., Room G-28 State Capitol Building Oklahoma City, OK 73105

Mailing Address

P.O. Box 53156 Oklahoma City, OK 73152

405.521.2391 info@elections.ok.gov

State Election Board Website: <u>https://oklahoma.gov/elections.html</u> County Election Board Directory: <u>https://oklahoma.gov/elections/about-us/county-election-boards.html</u>