Voter Registration Applications: Public Library Assistance



Overview

- Voter Registration Eligibility
- Voter Registration Applications
- Active Registrations
- Prohibited Acts
- Application Delivery





Voter Registration Eligibility

ELIGIBILITY REQUIREMENTS





Voter Registration Eligibility

Texas Election Code (TEC) § 11.002

Applicant must:

- be a United States Citizen;
- be at least 17 years and 10 months old;
- be a resident of Texas;
- not have been finally convicted of a felony; and if so, have completed their term of incarceration, parole, or supervision, or completed a period of probation ordered by any court
- not have been declared totally or partially mentally incapacitated without the right to vote by a court of law.





Determination of Eligibility

TEC § 20.006

- An employee of a public library **may not** make any determination about a person's eligibility for registration other than whether or not a person is of voting age or a U.S. Citizen.
- A person's age or citizenship may be determined by the employee only if the age or citizenship can be readily determined from information filed with the agency by the person for purposes other than voter registration.
- A person must be offered voter registration assistance **even if** the applicant's age and/or citizenship status cannot be determined.



Updated May 2023 5



Voter Registration Application

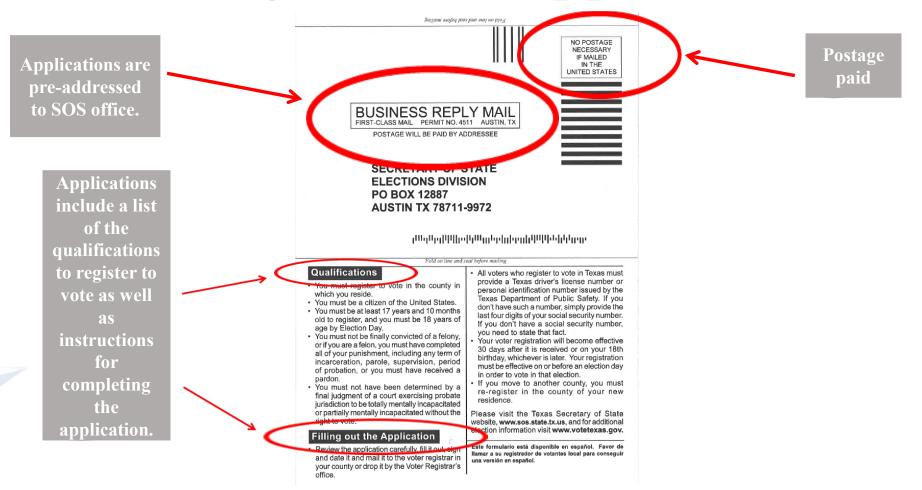
UNDERSTANDING THE FORM



Updated May 2023 6



Voter Registration Applications







Voter Registration Applications

Texas Voter Registration Application Prescribed by the Office of the Secretary of State V830.2021E I3			For Official Use Only			
Prescribed by the Office of the Secretary of State Please complete sections by printing L	ions about how to fill out this application					
please call your local voter registrar.	EGIBET. II you nave	any quesuc	ons about now to i	iii out uns	аррисацоп,	
1 These Questions Mus	t Be Complet	ed Befo	re Proceed	ing (Ch	eck one)	
New Application Change of Address, Name, Request for a Replacement Card or Other Information						
Are you a United States Citizen?			Yes		No	
Will you be 18 years of age on or	Yes		No			
If you checked 'No' in response to either of the above, do not complete this form.						
Are you interested in serving as an election worker?			Yes No		No	
2 Last Name Include Suffix if any (Jr, Sr, III)	First Name		Middle Name (If any)		rmer Name (if any)	
Residence Address: Street Address and Apartment Number. If none, describe where you live, (Do not include P.O. Box, Rural Rt. or Business Address)			City		EXAS	
			County		p Code	
4 Mailing Address: Street Address and Apartment Number. (If mail cannot be delivered to your residence address.)			City		ate	
					Zip Code	
5 City and County of Former Residence in Texas						
6 Date of Birth: (mm/dd/yyyy) 7 Gender (Optional) 8 Telephone Number (Optional)						
9 Texas Driver's License No. or Texas Personal LD. No. (Issued by the Department of Public Safety) If no Texas Driver's License or Personal Identification, give last 4 digits of your Social Security Number						
xxx-xx						
I have not been issued a Texas Driver's License/Personal Identification Number or Social Security Number.						
10 I understand that giving false information to procure a voter registration is perjury, and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. Please read all three statements to affirm before signing.						
I am a resident of this county and a U.S. citizen;						
 I have not been finally convicted of a felony, or if a felon, I have completed all of my punishment including any term of incarceration, parole, supervision, period of probation, or I have been pardoned; and 						
 I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote. 						
X			Date	/	/	
Signature of Applicant or Agent and Relat	tionship to Applicant	or Printed Na	me of Applicant if S	Signed by V	Vitness and Date.	





Section 1 –

- The applicant **must**:
 - 1. Indicate whether this is a new application, a change of address, name or other information, or a request for a replacement card;
 - 2. Declare their citizenship status; and
 - 3. Declare whether they will be 18 years old on or before election day
- Only if the applicant indicated **affirmatively** to **both questions** should they continue completing the application.
- The applicant **may** select whether they are interested in serving as an election worker. This is optional.





Section 2 – Name.

- The applicant **must** provide:
 - A last name;
 - First name;
 - Middle name, if any; and
 - Former name (Previous/Maiden name).

Section 3 - Residence address.

• If the applicant does not have a street address, they must provide a concise description of the location where they reside for the assignment of a voting precinct by the voter registrar. (Ex: Corner of 10th and Brazos)





Section 4 – Alternate mailing address.

• If the applicant receives mail at an address other than the residence address, they can provide it here.

Section 5 – Former residence.

• City and county of former residence in Texas, if applicable.

Section 6 - Date of Birth.

• Date of birth must include the month, day and year of birth.

Section 7 – Gender. (optional)





Section 8 – Telephone Number. (*optional*)

Section 9 –

- The applicant must include:
 - Driver's License number; or
 - Personal Identification number issued by the TX DPS; or
 - Last 4 digits of applicant's social security number.
 - Note: If the applicant does not have a Texas issued Driver's License or Personal Identification number, they will need to check the box indicating that fact.

Section 10 – Acknowledgement and Signature. (Signature must be original and cannot be electronic)





Review of Application

- Public library employees may review applications for completeness **only** in the applicant's presence. If the employee determines that the application **does not contain all the required information and the required signature**, the employee may return the application to the applicant for completion and resubmission. (TEC § 20.032)
- If a question arises concerning whether an applicant is eligible for voter registration, the employee **must** provide and direct the applicant to:
 - The toll-free number for Elections Division at the Office of the Secretary of State (800-252-8683).
 - The telephone number of the voter registrar to whom registration applications are submitted within the county that the library is located. (TEC §20.008)





Submission of Application

EFFECTIVE DATE OF REGISTRATION



Effective Date of Registration

- The date of submission of a completed voter registration application to a library employee is considered the date of submission to the county voter registrar for the purpose of determining the effective date of registration only (TEC § 20.033).
- The voter registration will become effective thirty (30) days after it is received or on the voter's 18th birthday, whichever is later.
- Information regarding the library to which an application is submitted is confidential and may be used only for voter registration purposes. (TEC § 20.032(d))





Prohibited Acts

WHAT NOT TO DO





Prohibited Acts

TEC § 20.007

An employee of a public library **may not**:

- influence an applicant;
- display political party materials;
- seek to influence an applicant's party preference;
- discourage or mislead an applicant in any way; or
- imply that registering to vote has any effect on the patron receiving library services.





Application Delivery

WHO, WHAT, WHEN & WHERE





Collection & Delivery

TEC § 20.035(b)

Once collected by library personnel, the library staff **must**:

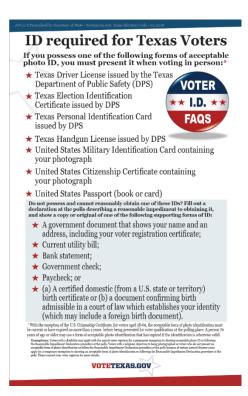
- deliver all completed registration applications submitted to library employees **in person** to the **voter registrar of the county** in which the library is located; and
- deliver **no later than the 5th day** after the application is submitted to an employee.
- If a library services citizens in more than one county it is recommended that the voter registration application(s) be delivered to the appropriate county.



Voter Registration Resources

Please visit our website for additional training material and voter education resources at <u>www.sos.texas.gov</u>.

- NVRA Training Presentations
- NVRA Handbooks
- Voter Identification
 Information
- Posters & Pamphlets







Office of the Secretary of State

Elections Division

P.O. Box 12060

Austin, Texas 78711

1.800.252.VOTE(8683)

512-463-7552 - fax

Elections@sos.texas.gov

www.sos.texas.gov

