

Revised Policy for Conducting Voter Registration Drives In DeKalb County

Issued: November 30, 2011

*This policy supersedes all previous policies issued by this office
regarding the conducting of voter registration drives in DeKalb County.*

There are two types of Voter Registration Drives: (1) **Deputy Registrar Staffed Drives**, which require the presence of trained official representatives of this office and prior approval of the dates, times, and locations of the drives, and (2) **Private Voter Registration Drives**, which may be conducted without the presence of a deputy registrar and do not require prior approval of the dates, times, and locations of the drives.

Deputy Registrar Staffed Drives require official representatives of this office to be present. Deputy Registrar Staffed Drives must be approved in advance by this office and the U.S. Department of Justice and must be advertised in the legal section of the county newspaper. The approval process usually takes about three weeks. The dates, times, and locations of Deputy Registrar Staffed Drives cannot be changed once they are approved and advertised. Political campaigning and advocacy or door-to-door registration are not permitted during Deputy Registrar Staffed Drives.

Applications received during Deputy Registrar Staffed Drives are treated as "in-person" registrations, just like those completed at public libraries, DMV, etc., and are considered officially received on the date of your drive. Other legal requirements apply to Deputy Registrar Staffed Drives. Please contact our office at 404-298-4020 for additional information.

Deputy Registrar Classes are open to everyone. Please call 404-298-4021 to schedule an appointment.

Private Voter Registration Drives do not require the presence of a deputy registrar. No prior approval of the dates, times, and locations of Private Voter Registration Drives is required, and you need not complete the attached application. Private individuals and groups may conduct voter registration drives at times and locations of their choosing, and may alter the times, dates, and locations of their drives as circumstances dictate. Private Voter Registration Drives may be sponsored by both nonpartisan and partisan groups and may be held at fixed sites or door-to-door.

During a Private Voter Registration Drive, you are permitted to assist individuals from any county in Georgia with registering to vote. You may also assist out-of-state residents with voter registration by using the National Mail-In Voter Registration Form, which is available from the U.S. Election Assistance Commission at:

<http://www.eac.gov/voter/Register to Vote>

Applications collected during Private Voter Registration Drives are processed as "mail-in" registrations regardless of whether they are actually mailed or hand-delivered. They are only considered officially received when they are properly delivered to the appropriate registration office. If you choose to collect completed voter registration application forms from the citizens, you must submit them (via mail or delivery) no later than 10 days after they are completed by the applicants and prior to any registration cutoff deadline. Another option is to distribute the application forms for individuals to complete and return themselves, postage paid.

Although no specific training is required for Private Voter Registration Drives, we recommend that you spend some time planning for your drives and training your volunteers and employees on the importance of ensuring that the voter registration applications are completed properly and neatly, handled securely, and submitted in a timely manner to this office or the appropriate state or local registrar.

Regardless of which drive best suits your needs, the DeKalb County Voter Registration & Elections Office stands ready to provide you with voter application forms and assistance to help make your outreach a success. The important thing is to get all eligible citizens registered to vote and encourage them to exercise that right.

DeKalb County Voter Registration & Elections
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