

H. MAXINE DANIELS
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REGISTRATION DRIVES

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 date, time, and location of Deputy Registrar Staffed Drives cannot be changed once they are approved.

STEPS FOR CONDUCTING VOTER REGISTRATION DRIVES:

- 1) **Submitting an Application** - At least three (3) weeks prior to the starting date of the proposed drive, the sponsoring organization must submit a written application to the Elections Director. It must be signed by an officer of the sponsoring organization as well as the person who will be responsible for the drive
- 2) **List of Locations, Dates and Times** - The application requires a list of the locations, dates and times of the drive. Drives can only be held in DeKalb County and can be approved for up to sixty (60) days. A permission form must be signed by a manager or proprietor of each location where a drive is to be held.
- 3) **List of Deputy Registrars** - The application also requires a list of persons who will be conducting the drive, submitted by name, full address and telephone number. At least two (two) deputy registrars, who are Georgia registered voters, are necessary for each location. Candidates cannot serve as deputy registrars.
- 4) **Training for Deputy Registrars** - Instructions on conducting drives and completing voter registration cards will be given at training sessions. To schedule an
- 5) appointment please call Deborah R. Christian at 404-298-4020.

PRE-CLEARANCE

All drives and changes in drives must be approved by the U.S. Department of Justice. The Registrations and Elections Office is responsible for submitting the request for approval.

ADVERTISING

Voter registration drives must be advertised at least three days prior to the date of the drive. The Registration and Elections Office will place a legal ad in the local paper. The date, time and location of the drive will also be shown on the DeKalb Government Access channel. The organization sponsoring the drive may pursue other advertising or promotion of their drive.

DRIVE APPROVAL

Once the application has been review and the drive approved by the Registration and Elections Office, the organization will be notified, at which time the name of the deputy registrar who will pick up the materials needed for the drive should be submitted. Supplies are dispensed at the Registration and Elections Office. Office hours are Monday through Friday, 8:00 AM to 4:30 PM. Supplies can be picked up two (2) days prior to the date of the drive. Unused supplies and completed cards are to be returned to the Voter Registration and Elections Office no later than the end of the next business day following the drive.

The DeKalb County Voter Registration and Elections Office stand ready and willing to assist you in reaching as many eligible, non-registered citizens of DeKalb County as possible. Our mission is to not only get voters registered but to educate and encourage them to exercise their right to vote