

A GUIDE TO REGISTERING VOTERS



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Although this handbook is a guide for persons registering voters, it is for general information only and does not have the force and effect of law, regulation, or rule. In case of conflict, the law, regulation, or rule will apply. People using this handbook must bear full responsibility to make their own determinations as to all legal standards and duties.

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IN ORDER TO REGISTER TO VOTE, A PERSON MUST:

- Be at least 18 years of age as of the day of the next election;
- Be a citizen of the United States;
- Be a resident of California;
- Not be in prison or on parole for the conviction of a felony;
- Not be deemed by an appropriate court to be mentally incompetent.
(Elections Code §2000, 2211)

No documentation or proof of the above requirements is required in order to register to vote. The statement on the voter registration card which the voter signs under penalty of perjury is sufficient and all that the law requires. (Elections Code §2111, 2112) In addition, pursuant to Elections Code §2121 no fees may be charged for registration.

WHEN SHOULD VOTERS RE-REGISTER:

- If they do not remember voting within the last five years;
- If they have moved since last voting;
- If they have changed political parties;
- If they have changed their name.

WHO CAN REGISTER VOTERS (Elections Code §2158)

The Elections Department will provide voter registration cards in sufficient quantities to individuals or organizations who wish to distribute such cards other than to persons who have been convicted of violating voter registration laws within the last five years. There are no statutory requirements specifying citizenship, age or other criteria for persons distributing self-registration cards.

Individuals and organizations shall be permitted to distribute voter registration cards anywhere within the county. Please be advised that distribution in front of commercial businesses may require coordination with the management of the facility to determine appropriate places and times.

Individuals or organizations who distribute voter registration cards shall give a voter registration card to any person requesting it.

If distribution of voter registration cards is undertaken by mailing cards to persons who have not requested the cards, the person mailing the cards shall enclose a cover letter or other notice with each card instructing the recipients to disregard the cards if they are currently registered voters.

Every person who willfully violates the above is guilty of an infraction, punishable by a fine not to exceed \$200. (Elections Code §18107)

HOW TO GET STARTED

- 1) Visit the Elections Department at 701 Ocean Street, Room 210, Santa Cruz.
- 2) There is no charge for voter registration cards and the return postage is paid by the Secretary of State.
- 3) Any individual or organization may obtain up to 50 registration cards simply by asking.
- 4) If an individual or organization wishes to obtain 50 or more voter registration cards, must complete the "Voter Registration Card Statement of Intention." The form is provided by the Elections Department and requires the name, address, telephone number and organization of the person requesting the cards as well as a brief explanation of how cards are to be distributed.
- 5) If 2,000 or more voter registration cards are requested, a copy of the "Statement of Intention" will be forwarded to the Secretary of State by the Elections Department. (California Administrative Code §20001g)

The Affidavit of Registration is a legal document that must be used and processed with care.

- ◆ Fill in the voter registration card **accurately** using current information.
- ◆ A **black ball-point ink pen** is recommended.
- ◆ Correct error(s) by drawing one line through it and printing the correction above it.
- ◆ Corrections made to a political party should be made by placing a line through the incorrect entry and filling in the correct oval. The correct party must be initialed by the applicant.
- ◆ Please print legibly.
- ◆ Instead of executing a new affidavit of registration for a change of address within the county, voters may send a signed letter to the Elections Department and the address will be changed.

PLEASE DO NOT.....

- ◆ Give voter registration cards to other people or organizations who have not been authorized to distribute cards by the Elections Department.
- ◆ Sign blank affidavits in advance.
- ◆ Allow recipients to use a place of business as a residence address, unless applicant is actually living on the business premises.
- ◆ Allow university students to use their college name and dorm number as a mailing address -- the college name and address is used as a residence only. The street address of the dorm and the student's mail box number is needed for mailing. See "University Student Registration Guidelines."
- ◆ Allow recipients to use a mail drop as a residence address (See "Unacceptable Addresses for Voter Registration.")
- ◆ Allow applicants to use a P.O. box number for a residence address.
- ◆ Allow a wife to register using her husband's name, i.e. Mrs. John Jones.

STATEWIDE VOTER REGISTRATION DATABASE – FEDERAL HELP AMERICA VOTE ACT (HAVA)

There are several new legal requirements related to voter registration that went into effect January 1, 2006. Some of those requirements are contained in Elections Code Section 2150 and HAVA Section 303 (a)(5)(A).

In order for a voter registration affidavit to be accepted and processed, the voter must provide current and valid California driver's license or state ID number if they have been issued one. If they do not have a license or state ID, they must provide the last four digits of their social security number. Either number must be verified by the Secretary of State through the statewide voter registration database.

If the number cannot be verified, the voter registration card will be put into a "soft pend" file meaning the voter may receive election materials but will not be eligible to vote absentee without having first provided a driver's license number, state ID or last four digits of a social security card that can be verified by the State. If a voter who is in the "soft pend" file shows up at the polls to vote on Election Day, they will be required to vote a provisional ballot. The voter will be requested to confirm on the provisional ballot envelope their driver's license number, state Id, or last four digits of their social security number, or confirm that they do not possess any of these identifications.

The Santa Cruz County Clerk/Elections Department takes advantage of several points throughout the registration/election process to gather from the voter the required information. Certainly, if people who are registering voters gather this information accurately, voters will easily be verified by the State and added to the voter rolls without delay.

VOTER REGISTRATION FORM REQUIREMENTS

Elections Code §2150. Affidavit of Registration

(a) The affidavit of registration shall show:

(1) The facts necessary to establish the affiant as an elector.

(2) The affiant's name at length, including his or her given name, and a middle name or initial, or if the initial of the given name is customarily used, then the initial and middle name. The affiant's given name may be preceded, at affiant's option, by the designation of Miss, Ms., Mrs., or Mr. A person shall not be denied the right to register because of his or her failure to mark a prefix to the given name and shall be so advised on the voter registration card. This subdivision shall not be construed as requiring the printing of prefixes on an affidavit of registration.

(3) The affiant's place of residence, residence telephone number, if furnished, and e-mail address, if furnished. No person shall be denied the right to register because of his or her failure to furnish a telephone number or e-mail address, and shall be so advised on the voter registration card.

(4) The affiant's mailing address, if different from the place of residence.

(5) The affiant's date of birth to establish that he or she will be at least 18 years of age on or before the date of the next election.

(6) The state or country of the affiant's birth.

(7) (A) In the case of an applicant who has been issued a current and valid driver's license, the applicant's driver's license number.

(B) In the case of any other applicant, other than an applicant to whom subparagraph (C) applies, the last four digits of the applicant's social security number.

(C) If an applicant for voter registration has not been issued a current and valid driver's license or a social security number, the state shall assign the applicant a number which will serve to identify the applicant for voter registration purposes. To the extent that the state has a computerized list in effect under this subdivision and the list assigns unique identifying numbers to registrants, the number assigned under this subparagraph shall be the unique identifying number assigned under the list.

(8) The affiant's political party affiliation.

(9) That the affiant is currently not imprisoned or on parole for the conviction of a felony.

(10) A prior registration portion indicating whether the affiant has been registered at another address, under another name, or as intending to affiliate with another party. If the affiant has been so registered, he or she shall give an additional statement giving that address, name, or party.

(b) The affiant shall certify the content of the affidavit as to its truth and correctness, under penalty of perjury, with the signature of his or her name and the date of signing. If the affiant is unable to write he or she shall sign with a mark or cross.

(c) The affidavit of registration shall also contain a space that would enable the affiant to state his or her ethnicity or race, or both. An affiant may not be denied the ability to register because he or she declines to state his or her ethnicity or race.

(d) If any person, including a deputy registrar, assists the affiant in completing the affidavit, that person shall sign and date the affidavit below the signature of the affiant. (Amended by Stats. 2005)

TELEPHONE NUMBER AND ADDRESS REQUIREMENT

Elections Code §2159. Telephone number and address of person or organization who pays money for completed affidavit of registration. Notwithstanding paragraph (1) of subdivision (b) of Section 2158, any person who, in exchange for money or other valuable consideration, assists another to register to vote by receiving the completed affidavit of registration from the elector, shall sign in his or her handwriting and affix directly on the affidavit of registration his or her full name, telephone number, and address, and the name and telephone number of the person, company, or organization, if any, that agrees to pay money or other valuable consideration for the completed affidavit of registration. Failure to comply with this section shall not cause the invalidation of the registration of the voter. (Added by Stats. 1997)

Elections Code §2159.5. Requirements for paying for assisting persons to register to vote. Any person, company, or other organization that agrees to pay money or other valuable consideration, whether on a per-affidavit basis or otherwise, to any person who assists another person to register to vote by receiving the completed affidavit of registration, shall do all of the following:

- (a) Maintain a list of the names, addresses, and telephone numbers of all individuals that the person, company, or other organization has agreed to compensate for assisting others to register to vote, and shall provide to each person receiving that consideration a written statement of that person's personal responsibilities and liabilities under Sections 2138, 2139, 2150, 2158, 2159, 18100, 18101, 18103, 18106, 18108, and 18108.5. Receipt of the written statement shall be acknowledged, in writing, by the person receiving the consideration, and the acknowledgment shall be kept by the person, company, or organization that agrees to compensate that person. All records required by this subdivision shall be maintained for a minimum of three years, and shall be made available to the elections official, the Secretary of State, or an appropriate prosecuting agency, upon demand. As an alternate to maintaining the records required by this subdivision, the records may be filed with the county elections official, who shall retain those records for a minimum of three years. The county elections official may charge a fee, not to exceed actual costs, for storing records pursuant to this subdivision.
- (b) Not render any payment or promised consideration unless the information specified in Section 2159 has been affixed personally on the affidavit in the handwriting of the person with whom the agreement for payment was made.
- (c) At the time of submission of affidavits to elections officials, identify and separate those affidavits into groups that do and that do not comply with the requirements of Sections 2150 and 2159. A signed acknowledgment shall be attached to each group of affidavits identifying a group as in compliance with Sections 2150 and 2159, and a group as not in compliance with either Section 2150 or 2159, or both.
- (d) Failure to comply with this section shall not cause the invalidation of the registration of the voter. (Added by Stats. 1997)

CONFIDENTIAL VOTER FILE

In January 1995 a law went into affect that makes the voter file confidential. Pursuant to Elections Code Sections 2187, 2188 and 2194, voter registration information is available to persons or groups for election, scholarly, journalistic or political purposes, or governmental purposes, as determined by the Secretary of State. Each request to view, purchase, or use voter registration information must be submitted on an application available at the Santa Cruz County Elections Department.

Elections Code §18109 makes it a misdemeanor for any person in possession of information obtained pursuant to the law to knowingly use or permit the use of all or any part of the information for any purpose other than those listed above.

It is a **misdemeanor** for any person knowingly to acquire possession or use of voter registration information referred to above without first submitting the appropriate application to the elections official.

IMPORTANT CODE SECTIONS TO KNOW

Elections Code §2102. Last day to register to vote

- (a) A person may not be registered as a voter except by affidavit of registration. The affidavit shall be mailed or delivered to the county elections official and shall set forth all of the facts required to be shown by this chapter. A properly executed registration shall be deemed effective upon receipt of the affidavit by the county elections official if received on or before the 15th day prior to an election to be held in the registrant's precinct. A properly executed registration shall also be deemed effective upon receipt of the affidavit by the county elections official if any of the following apply:
 - (1) The affidavit is postmarked on or before the 15th day prior to the election and received by mail by the county elections official.
 - (2) The affidavit is submitted to the Department of Motor Vehicles or accepted by any other public agency designated as a voter registration agency pursuant to the National Voter Registration Act of 1993 (42 U.S.C. Sec. 1973gg) on or before the 15th day prior to the election.
 - (3) The affidavit is delivered to the county elections official by means other than those described in paragraphs (1) or (2) on or before the 15th day prior to the election.
- (b) For purposes of verifying signatures on a recall, initiative, or referendum petition or signatures on a nomination paper or any other election petition or election paper, a properly executed affidavit of registration shall be deemed effective for verification purposes if both (a) the affidavit is signed on the same date or a date prior to the signing of the petition or paper, and (b) the affidavit is received by the county elections official on or before the date on which the petition or paper is filed.
- (c) Notwithstanding any other provision of law to the contrary, the affidavit of registration required under this chapter may not be taken under sworn oath, but the content of the affidavit shall be certified as to its truthfulness and correctness, under penalty of perjury, by the signature of the affiant. (Amended by Stats. 2002)

Elections Code §2107. Time affidavits of registration accepted; effective date

- a) Except as provided in subdivision (b) the county elections official shall accept affidavits of registration at all times except during the 14 days immediately preceding any election, when registration shall cease for that election as to electors residing in the territory within which the election is to be held. Transfers of registration for an election may be made from one precinct to another precinct in the same county at any time when registration is in progress in the precinct to which the elector seeks to transfer.
- b) The county elections official shall accept an affidavit of registration executed as part of a voter registration card in the forthcoming election if the affidavit is executed on or before the 15th day prior to the election, and if any of the following apply:
 - (1) The affidavit is postmarked on or before the 15th day prior to the election and received by mail by the county elections official.
 - (2) The affidavit is submitted to the Department of Motor Vehicles or accepted by any other public agency designated as a voter registration agency pursuant to the National Voter Registration Act of 1993 (42 U.S.C. Sec. 1973gg) prior to the election.

- (3) The affidavit is delivered to the county elections official by means other than those described in paragraphs (2) and (3) on or before the 15th day prior to the election. (Amended by Stats. 2000)

Elections Code §2158. County elections official to provide voter registration cards.

In addition to registration conducted by deputy registrars of voters, the county elections official shall, do all of the following:

(a) Provide voter registration cards for the registration of voters at his or her office and in sufficient number of locations throughout the county for the convenience of persons desiring to register, to the end that registration may be maintained at a high level.

(b) Provide voter registration cards in sufficient quantities to any citizens or organizations who wish to distribute the cards other than to persons who have been convicted of violating this section within the last five years. Citizens and organizations shall be permitted to distribute voter registration cards anywhere within the county.

(1) If, after completing his or her voter registration affidavit, an elector entrusts it to another person, the latter shall sign and date the attached, numbered receipt indicating his or her address and telephone number, if any, and give the receipt to the elector.

Failure to comply with this paragraph shall not cause the invalidation of the registration of a voter.

(2) Any citizen or organization that distributes voter registration cards shall give a voter registration card to any elector requesting it, provided that the citizen or organization has a sufficient number of cards.

(3) If distribution of voter registration cards pursuant to this subdivision is undertaken by mailing cards to persons who have not requested the cards, the person mailing the cards shall enclose a cover letter or other notice with each card instructing the recipients to disregard the cards if they are currently registered voters.

(c) Mail a voter registration card immediately to any person who wishes to register to vote and requests a voter registration card.

Elections Code §18100. Registration of persons not entitled to register

(a) Every person who willfully causes, procures, or allows himself or herself or any other person to be registered as a voter, knowing that he or she or that other person is not entitled to registration, is punishable by imprisonment in the state prison for 16 months or two or three years, or county jail for not more than one year. (b) Every person who knowingly and willfully signs, or causes or procures the signing of an affidavit of, registration or a nonexistent person, and who mails or delivers, or causes or procures the mailing or delivery of, such affidavit to a county elections official is guilty of a crime punishable by imprisonment in the state prison for 16 months or two or three years, or in a county jail for not more than one year. For purposes of this subdivision, "nonexistent person" includes, but is not limited to, deceased persons, animals, and inanimate objects. (Added by Stats. 1994)

Elections Code §18101. Registration of fictitious person

Every person who knowingly and willfully completes, or causes or procures the completion, in whole or in part, of an affidavit of registration or a voter registration card, with the intent to cause the registration or re-registration as a voter of a fictitious person or of any person who has not requested registration as a voter, is guilty of a crime punishable by imprisonment in the state prison for 16 months or two or three years, or in a county jail for not more than one year. (Added by Stats. 1994)

Elections Code §18102. Registration of nonexistent person

Any deputy elections official clerk or registration elections official who knowingly registers a nonexistent person, knowingly registers a person under a false name or address, or knowingly registers a person who is ineligible to register is punishable by imprisonment in the state prison for 16 months or two or three years or in county jail for not more than one year. (Added by Stats. 1994)

Elections Code §18103. Interference with transfer of affidavit to county elections official

Any person who knowingly or negligently (a) interferes with the prompt transfer of a completed affidavit of registration to the county elections official, (b) retains a voter's completed registration card, without the voter's authorization, for more than three days, excluding Saturdays, Sundays, and state holidays, or after the close of registration, or (c) denies a voter the right to return to the county elections official the voter's own completed registration card is guilty of a misdemeanor punishable by a fine not to exceed one thousand dollars (\$1,000). (Added by Stats. 1994)

Elections Code §18104. Refusal to return affidavits of registration

Any deputy registrar of voters having charge of affidavits of registration is guilty of a misdemeanor who knowingly neglects or refuses to return affidavits of registration provided in Article 3 (commencing with Section 2135) of Chapter 2 of Division 2. The county elections official shall report to the district attorney of the county, under oath, the names of any deputies who have failed to return the affidavits. The district attorney shall take appropriate civil or criminal action. (Added by Stats. 1994)

Elections Code §18105. Writing or affixing political statements on affidavits of registration

No affidavit of registration or voter registration card shall contain, and no person other than the registrant shall write on or affix thereto, or cause to be written on or affixed thereto, any statement urging or indicating support or opposition to any candidate or measure. Any person who violates this section is guilty of a misdemeanor. (Added by Stats. 1994)

Elections Code §18106. Alteration of affidavit party affiliation

Every person is punishable by imprisonment in the state prison for 16 months or two or three years in the county jail for not more than one year who, without the specific consent of the affiant, willfully and with the intent to affect the affiant's voting rights, causes, procures, or allows the completion, alteration, or defacement of the affiant's party affiliation declaration contained in an executed, or partially executed, affidavit of registration pursuant to subdivision (h) of Section 2150 and Section 2151. This section shall not apply to a county elections official carrying out his or her official duties. (Added by Stats. 1994)

Elections Code §18107. Fine for failure to provide voter registration card.

Every person who willfully violates Section 2158 is guilty of an infraction, punishable by a fine not to exceed two hundred dollars (\$200). (Added by Stats. 1994)

Elections Code §18108. Penalties for not complying with Section 2159 when registering voters

- (a) Except as provided in subdivision (c), any person who receives money or other valuable consideration to assist another to register to vote by receiving the completed affidavit of registration from the elector, and fails to comply with Section 2159, is guilty of a misdemeanor, and shall be punished by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment in the county jail not exceeding six months or when the failure to comply is found to be willful, not exceeding one year, or both.
- (b) Any person who receives money or other valuable consideration to assist another to register to vote by receiving the completed affidavit of registration from the elector, upon a third or subsequent conviction, on charges brought and separately tried, for failure to comply with Section 2159 shall be punished by a fine not exceeding ten thousand dollars (\$10,000), or by imprisonment in the county jail not to exceed one year, or both.
- (c) This section shall not apply to any public agency or its employees that is designated as a voter registration agency pursuant to the National Voter Registration Act of 1993 (42 U.S.C. Sec. 1973gg), when an elector asks for assistance to register to vote during the course and scope of the agency's normal business. (Amended by Stats. 1997)

Elections Code §18108.5. Penalties for failure to comply with Section 2159.5

- (a) Any person, company, or other organization that agrees to pay money or other valuable consideration, whether on a per-affidavit basis or otherwise, to any person who assists another person to register to vote by receiving the completed affidavit of registration who fails to comply with Section 2159.5, is guilty of a misdemeanor, and shall be punished by a fine not exceeding one thousand dollars (\$1,000), or by imprisonment in the county jail not exceeding six months or when the failure to comply is found to be willful, not exceeding one year, or both.
- (b) Any person, company, or other organization that agrees to pay money or other valuable consideration, whether on a per-affidavit basis or otherwise, to any person who assists another person to register to vote by receiving the completed affidavit of registration, upon a third or subsequent conviction, on charges brought and separately tried, for failure to comply with Section 2159.5 shall be punished by a fine not exceeding ten thousand dollars (\$10,000), or by imprisonment in the county jail not to exceed one year, or both.
- (c) An elections official shall notify any person, company, or other organization that agrees to pay money or other valuable consideration, whether on a per-affidavit basis or otherwise, to any person who assists another person to register to vote by receiving the completed affidavit of registration, that three or more affidavits of registration submitted by a person who assisted another to register to vote do not comply with Sections 18100, 18101, 18103, or 18106. The elections official may forward a copy of each of the non-complying affidavits of registration to the district attorney, who may make a determination whether probable cause exists to believe that a violation of law has occurred.
- (d) This section shall not apply to any public agency or its employees that is designated as a voter registration agency pursuant to the National Voter Registration Act of 1993 (42 U.S.C. Sec.1973gg), when an elector asks for assistance to register to vote during the course and scope of the agency's normal business. (Added by Stats. 1997)

Elections Code Section 18109. Misuse of information; misdemeanor

- (a) It is a misdemeanor for any person in possession of information obtained pursuant to Article 5 (commencing with Section 2180) of Chapter 2 of Division 2, or Section 6254.4 of the Government Code, knowingly to use or permit the use of all or any part of that information for any purpose other than as permitted by law.
- (b) It is a misdemeanor for any person knowingly to acquire possession or use of voter

registration information referred to in subdivision (a) without first complying with Section 2188.

Federal Law: 42 U.S.C. §1973i(c). Incentives for registering to vote

Makes it unlawful in an election in which a federal candidate is on the ballot, to knowingly and willfully pay, offer to pay, or accept payment for registering to vote or for voting. Violations are punishable by imprisonment for up to five years.

DETERMINATION OF RESIDENCE AND DOMICILE

Elections Code §2020. Term of domicile

The term of domicile is computed by including the day on which the person's domicile commenced and by excluding the day of the election. (Added by Stats. 1994)

Elections Code §2021. Person away for temporary purposes

(a) A person who leaves his or her home to go into another state or precinct in this state for temporary purposes merely, with the intention of returning, does not lose his or her domicile.

A person does not gain a domicile in any precinct into which he or she comes for temporary purposes merely, without the intention of making that precinct his or her home. (Added by Stats. 1994)

Elections Code §2022. Move to another state

If a person moves to another state with the intention of making it his or her domicile, the voter loses his or her domicile in this state. (Added by Stats. 1994)

Elections Code §2023. Move to another state

If a person moves to another state as a place of permanent residence, with the intention of remaining there for an indefinite time, he or she loses his or her domicile in this state, notwithstanding that he or she intends to return at some future time. (Added by Stats. 1994)

Elections Code §2024. Intention and fact or removal

The mere intention to acquire a new domicile, without the fact of removal avails nothing, neither does the fact of removal without the intention. (Added by Stats. 1994)

Elections Code §2025. Employment in the service of the United States; Navigation; Institution

A person does not gain or lose a domicile solely by reason of his or her presence or absence from a place while employed in the service of the United States or of this state, nor while engaged in navigation, nor while a student of any institution of learning, nor while kept in an almshouse, asylum or prison. This section shall not be construed to prevent a student at an institution of learning from qualifying as an elector in the locality where he or she domiciles while attending that institution, when in fact the student has abandoned his or her former domicile. (Added by Stats. 1994)

Elections Code §2026. Domicile of Legislative Member or Congressional Representative

The domicile of a Member of the Legislature or a Representative in the Congress of the United States shall be conclusively presumed to be at the residence address indicated on that person's currently filed affidavit of registration. (Added by Stats. 1994)

Elections Code §2027. Domicile of family; residence in trailer

The place where a person's family is domiciled is his or her domicile unless it is a place for temporary establishment for his or her family or for transient objects. Residence in a trailer or vehicle or at any public camp or camping ground may constitute a domicile for voting purposes if the registrant complies with the other requirements of this article. (Added by Stats. 1994)

Elections Code §2028. Place of family and business

If a person has a family fixed in one place, and he or she does business in another, the former is his or her place of domicile, but any person having a family, who has taken up an abode with the intention of remaining and whose family does not so reside with him or her, is a domiciliary where he or she has so taken up the abode. (Added by Stats. 1994)

Elections Code §2029. Domicile of spouse

The domicile of one spouse shall not be presumed to be that of the other, but shall be determined independently in accordance with this article. (Added by Stats. 1994)

Elections Code §2030. Marriage to a person employed in the service of the United States

A domiciliary of this state who marries a person employed temporarily in this state in the service of the United States government, may elect to retain his or her domicile for the purpose of qualifying as an elector only, except that his or her domicile in this state shall terminate if the domiciliary qualifies as an elector in any other state or any territory. (Added by Stats. 1994)

Elections Code §2031. Homeowner's property tax exemption; renter's tax credit; driver's license

If a person has more than one residence and that person maintains a homeowner's property tax exemption on the dwelling of one of the residences pursuant to Section 218 of the Revenue and Taxation Code, there shall be a rebuttable presumption that the residence subject to the homeowner's property tax exemption is that person's domicile. However, this presumption shall not apply in the event any other residence is listed as the person's current residence address on any driver's license, identification card or vehicle registration issued to that person by, and on file with, the Department of Motor Vehicles.

If a person has more than one residence and that person claims a renter's tax credit for one of the residences pursuant to Section 17053.5 of the Revenue and Taxation Code, there shall be a rebuttable presumption that the residence subject to the renter's tax credit is that person's domicile. However, this presumption shall not apply in the event any other residence is listed as the person's current residence address on any driver's license, identification card, or vehicle registration issued to that person by, and on file with, the Department of Motor Vehicles. This section shall not be applicable to state or federal elected officials. (Added by Stats. 1994)

Elections Code §2032. More than one residence

Except as provided in this article, if a person has more than one residence and that person has not physically resided at any one of the residences within the immediate preceding year, there shall be a rebuttable presumption that those residences in which he or she has not so resided within the immediate preceding year are merely residences as defined in subdivision (c) of Section 349 and not his or her domicile. (Added by Stats. 1994)

Elections Code §2033. Change of house number

Whenever the house number or the mailing address of a voter has been changed and the voter's domicile is the same, the public agency authorizing the change shall notify the county elections official in writing of the change and the county elections official shall make the change on the voter's affidavit of registration and a new affidavit shall not be required. (Added by Stats. 1994)

Elections Code §2034. Domicile in more than one precinct

A person domiciled in a house or apartment lying in more than one precinct shall be registered as domiciled in the precinct designated by the county elections official on the basis of the street address or other precinct the county elections official considers appropriate unless the person requests, either by letter or in person at the office of the county elections official, that he or she wishes to be domiciled for registration purposes in another precinct in which his or her house or apartment lies. In order to fulfill the requirements of this section, the letter of request shall include the name, signature, and residence address of the requester. (Added by Stats. 1994)

Elections Code §2035. Voter residence change 14 days prior to an election

A person duly registered as a voter in any precinct in California who removes therefrom within 14 days prior to an election shall, for the purpose of that election, be entitled to vote in the precinct from which the person so removed until the close of the polls on the date of that election.

Voter Registration and Establishment of Domicile. Walters v. Weed (1988) AKA "UCSC Student Voting Case." 45 Cal.3rd.1

In this California Supreme Court decision, the court held that voters who have moved, but have not established a new domicile, may vote in the precinct of their former domicile even though they have no intention of returning to live there.

Homeless Person's Right to Register to Vote. Collier v. Menzel (1985). AKA "Fig Tree Case." 176 Cal. App.3d 24

In this Court of Appeal decision, the court held that a homeless person may register at a location deemed by the voter to be a dwelling place or place of habitation for that voter. A mailing address needs to be provided in order for the voter to receive election materials.

HOW TO COMPLETE VOTER REGISTRATION CARDS

A STEP-BY-STEP GUIDE

BOX 1	Voter's full name is required. Oval to be filled in for Mr., Mrs., Miss., or Ms. is optional.
BOX 2	Voter's complete residence address, including city, county, and zip code. NOTE: A residence is where the voter considers he/she lives on a permanent basis, a place where he/she has the intention of remaining, and, when away, intends to return. P.O. boxes cannot be used as a place of residence.
BOX 3	If no street address, describe location of voter's residence. This is often used when registering homeless people.
BOX 4	Voter's complete mailing address if different from residence address. Be sure to enter the route or box number, if any.
BOX 5	Voter's complete date of birth: month, day and year.
BOX 6	Print the name of the state where the voter was born in the United States or the foreign country of birth.
BOX 7	Print voter's California driver's license number or identification number. If the voter <u>does not have</u> a California driver's license number or identification number, then the last four digits of the social security number may be provided. If the voter <u>does not have</u> a social security number, then the Secretary of State will issue number to the voter.
BOX 8	Telephone number is optional. Email address is optional.
BOX 9	Fill in the oval before the qualified political party with which the voter chooses to affiliate. If the voter does not affiliate with a qualified political party, fill in the oval before the words "Decline to State" or fill in the oval before "Other" and enter the name of the voter's unqualified political party or the word "Nonpartisan." On June 26, 2000 the United States Supreme Court decided that California's Blanket Primary system (Prop. 198 of March 1996), where all voters regardless of political party were entitled to vote for any partisan candidate, was unconstitutional. Therefore, California has returned to its "closed" primary where Democrats vote a Democratic ballot, Republicans vote a Republican ballot, etc. Legislation, however, was enacted in 2000 that allows voters who have not affiliated with a qualified political party to request and vote the ballot of a qualified political party if that party has adopted rules authorizing unaffiliated voters to vote their party's ballot. (Elections Code §2151)

BOX 10	If the voter has been registered to vote at another location, fill in this section. If the voter has not been registered previously, please indicate by checking the "No" box.
BOX 11	If the voter would like to become a Permanent Absentee Voter where he/she will be automatically mailed a ballot for any election in which he/she is eligible to vote, fill in the oval and initial.
BOX 12	Any person who is paid to take back and turn in a completed voter registration form must personally affix in Box 12 his/her name, phone number, address, signature, date and name and phone number of the person, company or organization paying. Any person who helps fill out the form must include in Box 12 his/her signature and date.
BOX 13	Have the voter fill in the appropriate oval regarding citizenship and age. If the voter is not a United States Citizen nor at least 18 years of age on or before election day, stop. The person may not register to vote. Have the voter read the "Voter Declaration" located above the signature box. After reading the statement and having completed the affidavit, have the voter SIGN and DATE the affidavit in his or her normal writing. This signature becomes permanent record of how the person signs his/her name and any future requests for absent voter applications will be verified against this signature. A person's "signature" may be printed, initials, or a mark.
BOX 14	Optional survey question on providing a polling place, serving as a poll worker or bilingual poll worker.
BOX 15	Optional survey question regarding ethnic background.
BOTTOM STUB	Persons who receive the registration form from the voter in order to return it to the elections official must fill out the affidavit receipt at the bottom of the form and give it to the applicant.
DOUBLE CHECK	Double check the affidavit to make sure that it is correctly and completely filled out before the voter leaves.

AFTER THE AFFIDAVIT IS FILLED OUT AND SIGNED:

- Turn in the completed affidavits every three days. This includes cards containing irregularities or minimal information. The determination of validity of the registration will be made by the elections official, not the individual or organization distributing or receiving cards.
- Turn in any incomplete affidavit forms for redistribution.

PLANNING THE VOTER REGISTRATION DRIVE

A good plan is the key to a successful drive. You may want to vary the style and method of reaching people according to different target populations and geographic areas.

In order to increase the effectiveness of the various registration drives, the Secretary of State's Office will make available to all organizations interested in conducting voter registration drives information as to the location of potential voters, names of people to contact who are also conducting voter registration drives, and information regarding special events or projects relating to voter registration.

REGISTERING PEOPLE AT PUBLIC PLACES. One of the most effective ways to register large numbers of people with a limited number of registration workers is to register people using fixed sites such as shopping centers, neighborhood stores, community centers, local parks, recreation centers, or churches.

It is very important to obtain permission from the manager of these sites before sending people out to register voters. Parking lots, malls, entrances to stores and sidewalks in shopping centers are considered private property and require permission to use. Be prepared to answer their questions regarding who you represent, when you plan to be there, how many people will be involved, and what type of displays you may be using.

DOOOR-TO-DOOR REGISTRATION DRIVES. Door-to-door voter registration drives can be very effective if sufficient registration workers are available. One of the most effective techniques has been to assign registration workers to their own neighborhood or to neighborhoods they know.

A voter registration drive can also use precinct walking lists by going to the households that do not have registered voters. Precinct lists can be purchased at the Elections Department for registration purposes.

SPECIAL EVENTS. Special events such as high school or college sporting events, concerts, fairs, town meetings, conferences, etc. can be fruitful places to register voters. Request permission to register voters at these events and plan ahead.

Remember, you should not just hand a card to every person that comes through the entrance. This is a wasteful, expensive and ineffective method. Ask individual people if they are registered, and if not, ask if they would like to register. Check into making announcements to the entire group alerting attendees that voter registration is available.

REGISTERING PEOPLE BY MAIL. Any mailing of a registration card to a person who did not request one must be accompanied by a cover letter or other notice with each card instructing the recipient to disregard the card if he or she is currently registered to vote and does not wish to change name, address, political party affiliation or other registration information. This notice may be stamped on the card (Election Code §2158).

UNIVERSITY STUDENT REGISTRATION GUIDELINES

For residence:

List the college name, followed by a dash, and then the student's DORM ROOM NUMBER. **Note: College Nine students must provide a four-digit room number.**

For mailing address:

Use the mailing address, followed by a dash, and then the student's MAIL BOX NUMBER.

For Crown-Merrill Apts:

List the DORM ROOM NUMBER, followed by Crown Merrill.

COLLEGE RESIDENCE	MAILING ADDRESS
COL VIII-ROOM #_____	200 HELLER DR-BOX #_____, SANTA CRUZ, CA 95064
COL IX-ROOM #_____	500 MCLAUGHLIN DR-BOX #_____, SANTA CRUZ, CA 95064
COL X-ROOM #_____	600 MCLAUGHLIN DR-BOX #_____, SANTA CRUZ, CA 95064
CROWN COL-ROOM #_____	400 MCLAUGHLIN DR-BOX #_____, SANTA CRUZ, CA 95064
COWELL COL-ROOM #_____	301 MCLAUGHLIN DR-BOX #_____, SANTA CRUZ, CA 95064
KRESGE COL-ROOM #_____	600 KRESGE CT-BOX #_____, SANTA CRUZ, CA 95064
MERRILL COL-ROOM #_____	200 MCLAUGHLIN DR-BOX #_____, SANTA CRUZ, CA 95064
OAKES COL-ROOM #_____	150 HELLER DR-BOX #_____, SANTA CRUZ, CA 95064
PORTER COL-ROOM #_____	301 HELLER DR-BOX #_____, SANTA CRUZ, CA 95064
STEVENSON COL-#_____	101 MCLAUGHLIN DR-#_____, SANTA CRUZ, CA 95064
#_____ CROWN MERRILL	400 MCLAUGHLIN DR-#_____, SANTA CRUZ, CA 95064
FARM PROJECT	CASFF,1156 HIGH ST, SANTA CRUZ, CA 95064
UNIVERSITY HOUSE	1156 HIGH ST, SANTA CRUZ, CA 95064

OTHER UNIVERSITY RESIDENCES

For Residence:

Use room number followed by street name. Except for Graduate Housing, all of which use the address of "401 Heller Dr."

For Mailing Addresses:

There is no mailing address for the housing complexes listed below, unless the voter obtained his/her own independent post office box or has identified another address where he/she gets mail.

HOUSING COMPLEX	RESIDENCE ADDRESS
Faculty Staff Apartments	#_____ HAGAR CT, SANTA CRUZ, CA 95064
Faculty Housing Community	#_____ DICKENS WAY, SANTA CRUZ, CA 95064
Family Student Apartments	#_____ KOSHLAND WAY, SANTA CRUZ, CA 95064
Graduate Housing	401 HELLER DR, SANTA CRUZ, CA 95064

PRIVATE MAIL BOXES (PMB)

Pursuant to Postal Bulletin 21994 (3-25-99, P.27, Col. 1, Section 6) a Commercial Mail Receiving Agency (CMRA), (i.e. UPS Store, Etc.) must represent its delivery address designations for intended addressees as a private mailbox (PMB). The CMRA delivery address must specify the location to which the mailpiece is delivered. Mailpieces must bear a delivery address that contains at least the following elements, in this order:

- A) Intended addressee's name or other identification.
Examples: John Q. Voter or ABC CO.
- B) PMB and number. **Example:** PMB 234, etc
- C) Street number and name or post office box number or rural route designation and number.
Examples: 10 Main St or P.O. Box 34 or PR 1 Box 12.
- D) City, state and ZIP Code (5-digit or ZIP+4). **Example:** Santa Cruz CA 95060-4076.

<p>PMB Configuration: John Q. Voter PMB 234 10 Main St Santa Cruz, CA 95060-4076</p>

UNACCEPTABLE ADDRESSES FOR VOTER REGISTRATION

The following list represents post offices or mailing centers that are not legal residences:

- ✓ 75-E Mt. Hermon Rd., Scotts Valley 95066
- ✓ 105 1/2 Pacific, Brookdale 95077
- ✓ 115 Palo Verde Terrace, Santa Cruz 95060
- ✓ 183 River Ln, Felton 95018
- ✓ 220 Mt. Hermon Rd., Scotts Valley 95066
- ✓ 245-M Mt. Hermon Rd., Scotts Valley 95066
- ✓ 250 Main, Ben Lomond 95005
- ✓ 266-I Mt. Hermon Rd., Scotts Valley 95066
- ✓ 309 Cedar St., Santa Cruz, 95060
- ✓ 318 Union, Watsonville 95076
- ✓ 343 Soquel Ave., Santa Cruz 95062
- ✓ 368 Blohm Ave., Aromas
- ✓ 434 Main St., Watsonville 95076
- ✓ 495 Lake Ave., Santa Cruz 95062
- ✓ 500 Cathedral Dr., Aptos 95001
- ✓ 530 Main St., Watsonville 95076
- ✓ 771 Freedom Blvd., Watsonville 95076
- ✓ 783 Rio Del Mar Blvd., Suite 23-A Aptos 95003
- ✓ 826 Bay Ave., Santa Cruz 95060
- ✓ 849 Almar Ave., Santa Cruz 95060
- ✓ 850 Front St., Santa Cruz 95061
- ✓ 1348 Commerce Ln., Santa Cruz 95060

- ✓ 1620 Seabright Ave., Suite-E, Santa Cruz 95060
- ✓ 1803 Mission St., Santa Cruz 95060
- ✓ 1834 Main St., Watsonville 95076
- ✓ 1840 41st Ave., Suite 102, Capitola 95010
- ✓ 1937 Main St., Watsonville 95076
- ✓ 2004 Freedom Blvd., Freedom 95019
- ✓ 2301 Mission St., Santa Cruz 95060
- ✓ 2636 17th Ave., Santa Cruz 95062
- ✓ 2912 Daubenbiss Ave., Soquel 95073
- ✓ 3100 Portola Dr., Santa Cruz 95062
- ✓ 4768 Soquel Dr., Soquel 95073
- ✓ 6101 Gushee, Felton 95018
- ✓ 7000 Soquel Dr., Aptos 95003
- ✓ 7887 Soquel Dr., Suite C, Aptos 95003
- ✓ 7960-B Soquel Dr., Aptos 95003
- ✓ 13111 Pine, Boulder Creek 95006
- ✓ 13130 Central Ave., Boulder Creek 95006
- ✓ 2-1645 E. Cliff Dr., Santa Cruz 95062