

VOTER INFORMATION AND SERVICES

CANDIDATE CAMPAIGN AIDS

The Orange County Registrar of Voters offers candidates and their campaign committees several registration and election data services. Pursuant to the California Elections Code, access to voter registration files is allowable but shall be used for political purposes only (*List of Services offered by the Registrar of Voters included in this Section*).

If you choose to distribute applications for vote-by-mail ballots, you will be asked to complete a “Statement of Distribution Plans” before receiving a camera-ready copy of the application. (*Instructions Re: Distributing Applications for Vote-By-Mail included in this Section*)

Products are usually available within 3-4 days of placing the order (depending on the job scheduling). The cost of the product is payable in advance at the time the product is requested. For further information, please call the Orange County Registrar of Voters at (714) 567-7615.

ORANGE COUNTY REGISTRAR OF VOTERS CONTACT INFORMATION:

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| General Information | (714) 567-7600 |
| Fax | (714) 567-7556 |
| Internet | http://www.ocvote.com |
| Vote-By-Mail Requests | (714) 567-7600 |
| Campaign Materials | |
| Maps, Precinct Information | (714) 567-7586 |
| Voter list, Street index | (714) 567-7615 |
| Voter Registration Forms | (714) 567-7569 |

The Registrar of Voters Office is open Monday through Friday from 8:00 a.m. to 5:00 p.m., excluding holidays.

LOCATION: 1300 South Grand Avenue, Building C, Santa Ana, CA. 92705

SERVICES TO CANDIDATES

MAPS

A set of precinct maps is located on our public counter. If you wish to purchase maps of the district in which you are a candidate, our Map Unit at (714) 567-7586, will supply you with the information needed to order maps.

REGISTRATION FORMS

For candidates and committees wishing to conduct registration drives to register voters, registration forms are available at the Registrar's office from the Voter Registration Specialist. You may obtain the quantity of registration forms you deem necessary, upon availability. You will be asked to complete a Statement of Distribution form at the time the forms are issued to you. For further information, please call (714) 567-7569.

COMPUTER PRODUCTS

Registered Voter File: Candidates may purchase the registered voter file on CD-ROM in text format. The file is in alphabetical sequence and can be ordered with the names of all voters in Orange County or just the voters in a particular city or district. Call (714) 567-7615 for more information. The Registrar of Voters office does not provide technical support.

INDICES (WALKING LISTS): All candidates are entitled to purchase indexes. These are printed lists of registered voters by precinct, listed by address with the street names arranged alphabetically and street numbers in numerical order for a given street name.

Each candidate may purchase up to two copies (sets) of indexes for his/her own use or the use of his/her committee. These may be a complete set, including all precincts within the district in which the candidate is running, or a partial set, including some of the precincts in the district. Indexes sell for 50 cents per thousand names or portion thereof. Indexes may be ordered by filling out the proper form at the Registrar of Voter's office or by writing a letter to the Registrar of Voter's office, requesting indexes for a certain district. The cost of the product is payable in advance at the time the product is requested. For further information, please call (714) 567-7615.

The candidate must complete a written request form containing a signed declaration that the data purchased will be used only for election purposes.

Products are usually available within 3-4 days of placing the order (depending on job scheduling). For further information, please call (714) 567-7615.

VOTE-BY-MAIL BALLOT APPLICATIONS

The Secretary of State shall prepare and distribute to appropriate elections officials a uniform application format for a vote-by-mail voter's ballot which conforms to the requirements of section 3006. All individuals, organizations and groups who distribute applications for a vote-by-mail voter's ballot shall follow this format. **§ 3007**

If you choose to distribute applications for vote-by-mail ballots, you will be asked to complete a Statement of Distribution Plans before receiving a camera-ready copy of the application. You will be given a list of the application requirements and the Elections Code sections covering penal provisions.

Legal Requirements

- Important -

The following requirements must be complied with by all persons and/or organizations to whom registration cards are issued. Non-compliance may result in referral to the appropriate law enforcement agency.

Receipt – A person who assumes responsibility for returning another person’s completed voter registration card (a completed voter registration card is known as an affidavit of registration) to the elections official, must complete the blue box section of the affidavit by signing, dating and listing their name, address and telephone number on the card itself and on the receipt portion of the affidavit. (Elections Code § 2158.)

Return of Affidavits – Persons distributing voter registration cards must return all completed affidavits in their possession within three working days, excluding Saturdays, Sundays, and state holidays. Retaining completed affidavits for more than three days, or denying the voter’s right to return his or her completed affidavit is a misdemeanor. All blank cards must be returned to the elections official immediately after the 15th day preceding a statewide primary or general election, and whenever instructed to do so by the elections official. (Election Code §§ 2138, 2139, 18103.)

Unsolicited Mailing – Any mailing of a voter 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. (Elections Code § 2158.)

Note: Organizations receiving completed affidavits of registration for delivery to the elections official must ensure that all affidavits completed in whole or in part by prospective registrants are promptly forwarded to the elections official. This includes affidavits containing irregularities or minimal information, i.e. a name and address.

The elections officials, not the organization distributing or receiving affidavits, will determine the validity of the registration.