



**MACON-BIBB COUNTY
BOARD OF ELECTIONS**
2525 PIO NONO AVENUE, SUITE 1200
MACON, GEORGIA 31206

Jeanetta R. Watson
ELECTIONS SUPERVISOR
jwatson@maconblbb.us

Phone: (478) 621-6622
Fax: (478) 621-6119

October 14, 2019

TO: American Oversight
1030 15th Street NW, Suite B255
Washington, DC 20005

RE: Open Records Request

Mr. Rivers,

Below you will find the cost for the research for your open records request which includes corrections from the prior estimate.

The cost for approximately 10 hours of research to fulfill the requirements of this open records request at the salary of the chief registrar who is the least staff member that can perform the job is \$19.46 per hour for a total of \$194.60

Please remit payment in the amount of \$194.60 to:
The Macon-Bibb County Commission
2525 Pio Nono Ave. Suite 1200
Macon, GA 31206

If you have any questions, please do not hesitate to contact Jeanetta Watson at 478-621-6622.

Thank you,

Jeanetta Watson

Jeanetta Watson
Elections Supervisor

Watson, Jeanetta

From: DoNotReply@sos.ga.gov
Sent: Thursday, September 26, 2019 11:05 AM
To: DoNotReply@sos.ga.gov
Subject: The Buzz Post - VPC (Voter Participation Center) Registration forms are Hitting Mailboxes

A [new discussion](#) has been posted in The Buzz by Harvey, Chris on 9/26/2019 10:53 AM

The Voter Participation Center (VPC) is sending partially pre-completed voter registration forms to Georgia. As they have done in the past, the forms are generally completed with names and addresses, but need the voter to provide PII and a signature. Sometimes, these forms erroneously identify voters who are deceased, no longer living in Georgia, or are otherwise ineligible to vote (such as a minor.)

It is not uncommon for county offices to get complaints or questions about fraud if these mailings are sent to someone ineligible to vote.

The VPC is a non-government agency that is not associated with the Secretary of State's Office, and each form has contact information to report errant mailings to VPC.

Chris Harvey

Secretary of State's Office

Here is more about VPC

What is the Voter Participation Center?

The [Voter Participation Center](#) utilizes direct mail pieces to foster registration and voting by under-represented populations in the American electorate. Since 2003, **more than 4 million Americans** (including **approximately 198,000 citizens of Georgia**) have returned their voter registration applications to elections officials across the country due to VPC and its partners. To better understand VPC and its mailings, please see this [brand new video](#) where the President of VPC and I discuss the steps taken to ensure the voter registration mail program is in compliance with state laws, accurate, and effective.

Current Mailing

As with its prior registration mailings, these mailings will contain voter registration applications and helpful information for unregistered voters. The registration mailings will go to unregistered young people who will be eligible to vote in the upcoming elections for the first time, to voters who have recently moved and have not re-registered or updated their voter registration records (according to the latest available information), and others who are unregistered in the voting age population.

VPC makes it clear to mail recipients that the mailing is coming from a non-government organization. The mailings include a letter from Page Gardner, President of VPC, urging citizens to register to vote. A separate disclaimer includes VPC's phone number, website, explanation that they are a non-government and non-profit organization, and language that states: "VPC is not affiliated with state or local election officials."

Mailing List Accuracy

VPC uses the best technology available to ensure that its mail recipients are eligible to vote and unregistered. Unfortunately, no state makes available a list of individuals who are unregistered or ineligible. As a result, VPC uses commercially available residential databases and matches them to the state's voter file to determine who is unregistered and otherwise eligible. VPC then takes more than a dozen steps to improve the accuracy of the list. See the "List Protocol" document **attached** for more information. Additional data quality steps taken for the September 2019 mailing include checking against four new databases of deceased individuals and sending mail to "current resident" rather than a specific individual if on lists that have produced higher error rates in past mailings.

If you talk to anyone that wants to be removed from the mailing list, their letter has a code near the bottom that they can email to VPC to be automatically removed (unsubscribe@voterparticipation.org). Or you can take down the codes or names/addresses and send them to me for removal. Additionally, you can direct anyone to VPC's toll-free number at **877-255-6750**.

* * * * *

VPC's sole purpose and focus is to facilitate registration of as many Americans who are eligible to vote as possible, and then to educate them about the means and reasons for voting. With this aim in mind, VPC hopes that its mailings will assist Georgia citizens in navigating the voting process and casting their votes. VPC would be pleased to work with you to provide advance information to potential voters, as well as local elections officials and their staffs who handle the incoming application forms generate by VPC mailings and who also answer questions from local residents. In the event you receive questions from recipients of the mailings, **please feel free to direct them to VPC at 877-255-6750**.

Here are the numbers of applications sent to each county:

September 19 GA VPC VR

APPLING	484
ATKINSON	327
BACON	243
BAKER	141
BALDWIN	1,736
BANKS	168
BARROW	1,803
BARTOW	1,650
BEN HILL	915
BERRIEN	367
BIBB	12,156

BLECKLEY	233
BRANTLEY	118
BROOKS	530
BRYAN	650
BULLOCH	3,952
BURKE	1,750
BUTTS	573
CALHOUN	325
CAMDEN	1,371
CANDLER	268
CARROLL	2,302
CATOOSA	613
CHARLTON	258
CHATHAM	20,760
CHATTAHOOCHEE	286
CHATTOOGA	402
CHEROKEE	3,288
CLARKE	9,688
CLAY	396
CLAYTON	33,855
CLINCH	157
COBB	42,772
COFFEE	1,587
COLQUITT	1,626
COLUMBIA	3,063
COOK	488
COWETA	2,565
CRAWFORD	366
CRISP	982
DADE	87
DAWSON	188
DECATUR	1,337
DEKALB	72,336
DODGE	590
DOOLY	472
DOUGHERTY	11,001
DOUGLAS	7,322
EARLY	803
ECHOLS	99
EFFINGHAM	824
ELBERT	691
EMANUEL	700
EVANS	335
FANNIN	96

FAYETTE	3,748
FLOYD	2,466
FORSYTH	3,376
FRANKLIN	280
FULTON	79,607
GILMER	270
GLASCOCK	36
GLYNN	3,437
GORDON	1,062
GRADY	914
GREENE	678
GWINNETT	60,236
HABERSHAM	812
HALL	8,507
HANCOCK	1,237
HARALSON	268
HARRIS	556
HART	599
HEARD	165
HENRY	13,903
HOUSTON	5,158
IRWIN	308
JACKSON	797
JASPER	284
JEFF DAVIS	290
JEFFERSON	896
JENKINS	279
JOHNSON	196
JONES	809
LAMAR	621
LANIER	230
LAURENS	1,936
LEE	526
LIBERTY	7,402
LINCOLN	198
LONG	656
LOWNDES	6,227
LUMPKIN	205
MACON	1,056
MADISON	400
MARION	441
MCDUFFIE	1,398
MCINTOSH	214
MERIWETHER	830

MILLER	145
MITCHELL	1,500
MONROE	509
MONTGOMERY	189
MORGAN	326
MURRAY	578
MUSCOGEE	18,219
NEWTON	5,770
OCONEE	403
OGLETHORPE	277
PAULDING	3,220
PEACH	2,256
PICKENS	181
PIERCE	253
PIKE	146
POLK	1,101
PULASKI	258
PUTNAM	643
QUITMAN	88
RABUN	122
RANDOLPH	694
RICHMOND	20,836
ROCKDALE	7,354
SCHLEY	79
SCREVEN	652
SEMINOLE	299
SPALDING	2,059
STEPHENS	311
STEWART	376
SUMTER	2,294
TALBOT	453
TALIAFERRO	147
TATTNALL	521
TAYLOR	175
TELFAIR	548
TERRELL	552
THOMAS	1,539
TIFT	1,728
TOOMBS	846
TOWNS	57
TREUTLEN	128
TROUP	2,768
TURNER	605
TWIGGS	328

UNION	106
UPSON	795
WALKER	623
WALTON	1,570
WARE	1,287
WARREN	499
WASHINGTON	1,469
WAYNE	701
WEBSTER	115
WHEELER	161
WHITE	130
WHITFIELD	4,174
WILCOX	262
WILKES	477
WILKINSON	247
WORTH	649

If you would like to opt out of receiving email notifications for this discussion, click [here](#).



OFFICIAL ELECTION INFORMATION

February 4, 2016

TO: County Registrars and Combined Boards of Elections and Registration
FROM: Chris Harvey, Director of Elections
RE: Voter Registration Deadline; Processing VR Applications after the VR Deadline

VR Applications

Pursuant to O.C.G.A. § 21-2-224, Monday, February 1, 2016 was the voter registration deadline for the March 1, 2016 Election(s). If mail-in VR Applications (Site Codes 2, 9 and 14), **do not** have a legible postmark, then the Secretary of State's date stamp should be used to determine if the voter should be added or updated for the March 1, 2016 Election(s). O.C.G.A. § 21-2-224(c) provides that the Secretary of State's date stamp on the application must be no later than Friday, February 5, 2016 for the individual to be eligible to vote in the March 1, 2016 Election(s). If you receive a new mail applicant that meets these postmark requirements enter the voter registration deadline of February 1, 2015 as the voter's registration date into eNet.

The voter registration date for applications from site codes 5, 6, 8, 10, 12 and 13 are based on the date written next to the voter's signature.

New Voter Registration Applications (IMPORTANT INFORMATION)

Please do not delay processing any new voter registration applications and any subsequent follow up with regards to verifications, sending letters, etc.

The system allows counties **to add new voter registration applications at any time**. Pursuant to O.C.G.A. § 21-2-224, such applications will still be subject to the February 1, 2016 registration deadline, and voters who applied to register to vote after the February 1, 2016 deadline will not be eligible to vote in the March 1, 2016 Election(s).

New voters added during the period between the day after the registration cut-off date and Election Day or until after any subsequent run-off date will be visible within all modules in ENET.

THIS IS IMPORTANT. Because all new applicants (including those who register after the registration deadline) will appear in ENET, it is imperative that the following step is taken during Absentee/Advance Voting:

Your staff must double check the registration date of all voters before allowing a voter to cast a ballot during the absentee/advance voting period.

Changes to Voter Address Information Within the County

Counties ***should not*** enter within-county address changes to voter information postmarked during the period between the day after the registration cut-off date and Election Day. Therefore, voter registration applications for within-county address changes postmarked after February 1, 2016 should not be entered until Wednesday, March 2, 2016 (if no runoff) or any subsequent run-off date.

County-to-County Transfers

1. For county-to-county transfers of voters ***before the registration cut-off date***, the process has not changed. Counties may transfer voters before a registration cut-off date for an election without issue.
2. Counties ***should not*** process county-to-county transfers postmarked after the registration cut-off date until after credit for voting has been applied. Therefore, voter registration applications for county-to-county transfers postmarked after February 1, 2016 should not be entered until the state has notified you that credit for voting has been applied. ***Failure to adhere to these guidelines may result in voters not appearing on the electors list or ExpressPoll when they should.***
3. Please be aware that the Secretary of State's My Voter Page (MVP) will show the voter's polling place for state & county elections as the most recent precinct entered into the VR system.

Changes to Voter Information Other Than Address Change

Counties may not enter changes to voter information after the registration cut-off date except to update voters who are providing additional information as required in O.C.G.A. 21-2-220(d).

Voter List Maintenance (O.C.G.A. § 21-2-228(a))

Counties may continue to conduct specific voter list maintenance efforts to ensure that ineligible voters are removed from the electors list in a timely manner. County list maintenance should be conducted as frequently as is practicable to ensure that ineligible individuals do not remain on the electors list.

As you continue list maintenance processes leading up to the election, please keep in mind the limitations on list maintenance activities established under the National Voter Registration Act of 1993 (NVRA). Specifically, NVRA provides that any program to systematically remove the names of ineligible voters from the official list of electors must be completed no later than ninety (90) days prior to the date of a primary or general election for federal office. See 42 U.S.C. § 1973gg-6(c)(2)(A).

Removal of ineligible voters for the following reasons is not subject to the 90-day limitation:

1. at the request of the registrant;
2. the felony conviction or judicial determination of mental incompetency of the registrant;

3. the death of the registrant;
4. correction of registration records pursuant to Subchapter I-H (“National Voter Registration”) of Chapter 20 (“Elective Franchise”) of Title 42 (“The Public Health and Welfare”) of NVRA; or
5. the verification process of determining the eligibility of a person applying to register to vote in accordance with any applicable court order and federal law. See 42 U.S.C. § 15483.

Registrars should continue with their list maintenance activities, so long as they fall into one of the above categories.

If you have any additional questions, please contact your Liaison.



OFFICIAL ELECTION INFORMATION

March 29, 2016

TO: County Registrars and Combined Boards of Elections and Registration

FROM: Chris Harvey, Director of Elections

RE: Voter Registration Processing up to and Through April 26, 2016 Registration Deadline

Continuing Processing of Voter Registration Applications

We expect all counties to continue to receive increasing numbers of new voter registration applications as we move closer to the May Primaries and November General Election. We anticipate high numbers of voter registration applications though both through the traditional paper voter registrations applications and online through O.L.V.R.

All counties can continue to enter voter registration applications during what would previously have been a "blackout period" that previously would have existed from the voter registration deadline (April 26, 2016) through the Primary run-off elections (July 26, 2016).

The buildup of applications that would accrue from a three month stoppage of processing could create a monumental problem for registrars to handle if they delayed all of that activity until August (with what will almost surely be a constantly rising tide of applications as we get closer to the deadline of October 11, 2016.)

Of similar concern is what the applicant might face if they encounter a problem with their application (such as failing to verify, or a need to verify citizenship, or supply missing information.) If a voter were to apply in May, but their application was not processed until August (or later), the voter would lose months of time possibly needed to formulate a response and/or gather and submit documents that would allow their voter registration application to be approved in a timely manner.

ENET allows counties to **add new voter registration applications at any time**. Pursuant to O.C.G.A. § 21-2-224, such applications will still be subject to the April 26, 2016 registration deadline, and voters who applied to register to vote after the April 26, 2016 deadline will not be eligible to vote in the May 24, 2016 Elections.

New voters added during the period between the day after the registration cut-off date and Election Day or until after any subsequent run-off date will be visible within all modules in ENET.

List Maintenance Activities (O.C.G.A. § 21-2-234(i))

We are now within 90 days of an election with federal offices on the ballot.

Counties may continue to conduct specific voter list maintenance efforts to ensure that ineligible voters are removed from the electors list in a timely manner. County list maintenance should be conducted as frequently as is practicable to ensure that ineligible individuals do not remain on the electors list.

As you continue list maintenance processes leading up to the election, please keep in mind the limitations on list maintenance activities established under the National Voter Registration Act of 1993 (NVRA). Specifically, NVRA provides that any program to systematically remove the names of ineligible voters from the official list of electors must be completed no later than ninety (90) days prior to the date of a primary or general election for federal office. See 42 U.S.C. § 1973gg-6(c)(2)(A).

Removal of ineligible voters for the following reasons is not subject to the 90-day limitation:

1. at the request of the registrant;
2. the felony conviction or judicial determination of mental incompetency of the registrant;
3. the death of the registrant;
4. correction of registration records pursuant to Subchapter I-H ("National Voter Registration") of Chapter 20 ("Elective Franchise") of Title 42 ("The Public Health and Welfare") of NVRA; or
5. the verification process of determining the eligibility of a person applying to register to vote in accordance with any applicable court order and federal law. See 42 U.S.C. § 15483.

Registrars should continue with their list maintenance activities, as long as they fall into one of the above categories and/or do not otherwise violate the NVRA.

If you have any additional questions about these activities, please contact your Liaison.



OFFICIAL ELECTION INFORMATION

April 26, 2016

TO: County Registrars

FROM: Chris Harvey, Director of Elections

RE: Voter Registration Deadline; Processing VR Applications after the VR Deadline

VR Applications

Pursuant to O.C.G.A. § 21-2-224, Tuesday, April 26, 2016 is the voter registration deadline for the May 24, 2016 Primary Elections. If mail-in VR Applications (Site Codes 2, 9 and 14), **do not** have a legible postmark, then the Secretary of State's date stamp should be used to determine if the voter should be added or updated for the May 24, 2016 elections. O.C.G.A. § 21-2-224(c) provides that the Secretary of State's date stamp on the application must be no later than Friday, April 29, 2016 for the individual to be eligible to vote in the May 24, 2016 Primary Elections (though if using the Secretary of State's postmark date, the date used for the individual's voter registration date should be the April 26, 2016 date.)

The voter registration date for applications from site codes 5, 6, 8, 10, 12 and 13 are based on the date written next to the voter's signature.

New Voter Registration Applications (IMPORTANT INFORMATION)

Please do not delay processing any new voter registration applications and any subsequent follow up with regards to verifications, sending letters, etc.

The system allows counties **to add new voter registration applications at any time**. Pursuant to O.C.G.A. § 21-2-224, such applications will still be subject to the April 26, 2016 registration deadline.

New voters added during the period between the day after the registration cut-off date and Election Day or until after any subsequent run-off date will be visible within all modules in eNet.

THIS IS IMPORTANT. Because all new applicants (including those who register after the registration deadline) will appear in Enet, it is imperative that the following step is taken during Absentee/Advance Voting:

Your staff must double check the registration date of all voters before allowing a voter to cast a ballot during the absentee/advance voting period.

Changes to Absentee Voter Information

Any absentee voter who is added or whose information is changed after the ExpressPoll extract data is sent to KSU on May 12, 2016 must be updated and synchronized on each of the individual ExpressPoll units. Please do not change any voter information in the voter maintenance screen for an absentee voter until after Election Day or until after any subsequent run-off date.

Changes to Voter Address Information Within the County

Counties ***should not*** enter within-county address changes to voter information postmarked during the period between the day after the registration cut-off date and Election Day. Therefore, voter registration applications for within-county address changes postmarked after April 26, 2016 should not be entered until credit for voting has been assigned.

County-to-County Transfers

1. For county-to-county transfers of voters ***before the registration cut-off date***, the process has not changed. Counties may transfer voters before a registration cut-off date for an election without issue.
2. Counties ***should not*** process county-to-county transfers postmarked after the registration cut-off date until after credit for voting has been applied. Therefore, voter registration applications for county-to-county transfers postmarked after April 26, 2016 should not be entered until the state has notified you that credit for voting has been applied. ***Failure to adhere to these guidelines may result in voters not appearing on the electors list or ExpressPoll when they should.***
3. Please be aware that the Secretary of State's My Voter Page (MVP) will show the voter's polling place for state & county elections as the most recent precinct entered into the VR system.

Changes to Voter Information Other Than Address Change

Counties may not enter changes to voter information after the registration cut-off date except to update voters who are providing additional information as required in O.C.G.A. 21-2-220(d).

Voter List Maintenance (O.C.G.A. § 21-2-228(a))

Counties must continue to conduct voter list maintenance efforts to ensure that ineligible voters are removed from the electors list in a timely manner. County list maintenance should be conducted as frequently as is practicable to ensure that ineligible individuals do not remain on the electors list. Keep in mind that if you remove a voter from the electors list after the ExpressPoll extract data is sent to KSU on May 12, 2016 you will need to go into each ExpressPoll unit and mark that voter with a "delete" status.

As you continue list maintenance processes leading up to the election, please keep in mind the limitations on list maintenance activities established under the National Voter Registration Act of 1993 (NVRA). Specifically, NVRA provides that any program to systematically remove the names of ineligible voters from the official list of electors must be completed no later than ninety

(90) days prior to the date of a primary or general election for federal office. See 42 U.S.C. § 1973gg-6(c)(2)(A).

Removal of ineligible voters for the following reasons is not subject to the 90-day limitation:

1. at the request of the registrant;
2. the felony conviction or judicial determination of mental incompetency of the registrant;
3. the death of the registrant;
4. correction of registration records pursuant to Subchapter I-H ("National Voter Registration") of Chapter 20 ("Elective Franchise") of Title 42 ("The Public Health and Welfare") of NVRA; or
5. the verification process of determining the eligibility of a person applying to register to vote in accordance with any applicable court order and federal law. See 42 U.S.C. § 15483.

Registrars should continue with their list maintenance activities, so long as they fall into one of the above categories.

If you have any additional questions, please contact your Liaison.



OFFICIAL ELECTION BULLETIN

September 27, 2016

TO: County Election and Registration Officials

FROM: Chris Harvey, Elections Division Director

RE: Recent Actions for Previously Unverified Voter Registration Applicants

This is an important announcement of changes in the voter registration process and voting specifically as it refers to voter registration applicants who fail to verify or previously failed to verify and did not follow up on their failure to verify.

As a result of a pending litigation, the following information will apply to the November 8 General Election:

- The 40 day clock has been suspended for all voters currently in Pending status. Records that are placed into Pending status will remain in pending status until further instruction is received from the Court. The day 40 clock associated with Confirmation Notices has not been affected by this change.
- All voters that were moved into Cancelled status by the 40 day clock because they failed verification and did not respond to correspondence as of October 1, 2014 will be moved out of Cancelled status and placed into Pending status. As part of this process, these voters will be run through the verification process again and new letters will be generated if they fail verification.
- The verifications letters will be updated to notify the recipient that they will have one year to respond before their application is rejected. The letter will also inform the voters that they will be able to cast a ballot as if they were an active voter if they are able to present appropriate ID at the polling place. We ask that you send these letters as soon as possible after they appear on your dashboard. You will find a sample copy of the three new letters attached to this email for failure to match DDS, SSA, and Citizenship.
- When KSU pulls the file from eNet to create the ExpressPoll lists, the voters that are in pending status will be included. Voters that were pending verification will be displayed in ExpressPoll in the status of "V", unless they are pending citizenship. Voters that were pending verification for citizenship will be displayed in ExpressPoll in the status of "X". This is not a change to how ElectionNet or ExpressPoll operate. Voters in these statuses should be treated the same way that similar voters have been treated in the past. For a refresher on how to instruct your poll workers when dealing with voters in "V" or "X" status, please reference the directions listed on page 42 of the poll worker training manual. The poll worker training manual can be accessed on Firefly under Training > Poll Worker Training > "Georgia Poll Worker Training Manual" or by

typing "Georgia Poll Worker Training Manual" in the search bar. The text explaining these two statuses in ExpressPoll has also been quoted below for your convenience.

- If "V" is indicated on the voter's row, the voter must provide current and valid identification from one of the six forms of identification prior to voting. NOTIFY THE POLL MANAGER that this voter must cast a Provisional Ballot if they are unable to provide acceptable identification.
- If a black "X" with a lavender background is in the status column, the poll worker is to have the voter contact the board of registrars. A poll officer shall not allow such an individual to cast a ballot on a DRE without the poll officer first confirming through the board of registrars that such individual is, in fact, a United States citizen. This confirmation can take place by the poll officer reviewing the documentation provided by the voter if the poll officer has been duly sworn in and trained as a deputy registrar. If the board of registrars does not or cannot confirm the citizenship status, the poll officer should allow the voter to cast a paper challenged ballot and must provide the individual with a Challenged Notice Information Sheet. NOTIFY THE POLL MANAGER that this voter must cast a CHALLENGED Ballot.
- The 6 forms of proper identification is outlined in O.C.G.A. § 21-2-417(a).

(a) Except as provided in subsection (c) of this Code section, each elector shall present proper identification to a poll worker at or prior to completion of a voter's certificate at any polling place and prior to such person's admission to the enclosed space at such polling place. Proper identification shall consist of any one of the following:

- (1) A Georgia driver's license which was properly issued by the appropriate state agency;
- (2) A valid Georgia voter identification card issued under Code Section 21-2-417.1 or other valid identification card issued by a branch, department, agency, or entity of the State of Georgia, any other state, or the United States authorized by law to issue personal identification, provided that such identification card contains a photograph of the elector;
- (3) A valid United States passport;
- (4) A valid employee identification card containing a photograph of the elector and issued by any branch, department, agency, or entity of the United States government, this state, or any county, municipality, board, authority, or other entity of this state;
- (5) A valid United States military identification card, provided that such identification card contains a photograph of the elector; or
- (6) A valid tribal identification card containing a photograph of the elector.

In summation, the 40 day clock for pending voters has been suspended, all voters cancelled for not verifying in the past two calendar years will be placed back into Pending status, and the letters will be updated to reflect a one year period in which they are allowed to resolve verification failures. These voters will appear in ExpressPoll in the status of "V" or "X". Voters in "V" status can cast a ballot on a

DRE if they are able to present valid identification at the time of voting. Voters in "X" status can cast a ballot on a DRE if they present proof of citizenship to a registrar or deputy registrar at the time of voting.

If you have any additional questions, please reach out to your liaison.



OFFICIAL ELECTION BULLETIN

November 4, 2016

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: More Details on Pending Voter Registration Processing

Secretary of State Instructions to County Boards of Registrars

As you know, all voter registration applications are checked against the information on file with the Georgia Department of Driver Services ("DDS") or the Social Security Administration ("SSA").

Any voter whose registration is facially complete but does not exactly match the information on file with the Georgia DDS or the SSA will remain in pending status and will **not** be cancelled before the November 8, 2016 general election.

Pending applicants whose information (other than citizenship status) did not match are eligible to vote during early voting or on Election Day and must be allowed to vote a regular ballot if they show one of the following forms of identification and there are no other issues that would require the voter to vote a provisional ballot (i.e. wrong county, wrong precinct, already voted, etc.):

- (1) A Georgia driver's license (including an expired Georgia driver's license);
- (2) A valid Georgia voter identification card or other valid photo identification card issued by a branch, department, agency, or entity of the State of Georgia, any other state, or the United States which is authorized by law to issue personal identification. This includes a valid student photo ID card issued by a Georgia public college, university, or technical school; a valid out-of-state driver's license; public transit issued photo ID card; and any other federal or state agency or government issued photo ID card;
- (3) A valid United States passport;
- (4) A valid employee photo identification card issued by any branch, department, agency, or entity of the United States government, this state, or any county, municipality, board, authority, or other entity of this state;

- (5) A valid United States military photo identification card; or
- (6) A valid tribal photo identification card.

After the applicant shows an acceptable form of identification at the polling place or early voting site and casts a ballot, that elector should be given credit for voting and their eNet status should be updated from "pending" to "active." The identification shown is **not** required to **exactly match** the information in ExpressPoll. Instead, you must simply confirm that the voter is the same person as the applicant.

Pending applicants whose registration did not match DDS records for citizenship status are eligible to vote a regular ballot during early voting or on Election Day for the November 8, 2016 general election if they provide one of the forms of identification above and one of the following forms of proof of citizenship and a deputy registrar is available to review the proof of citizenship:

- (1) Birth certificate, issued by a U.S. State (if the person was born in the U.S.), or by the U.S. Department of State (if the person was born overseas and the parents registered the child's birth and U.S. citizenship at birth with the U.S. Embassy or Consulate).
- (2) U.S. Passport, issued by the U.S. Department of State.
- (3) Certificate of Citizenship, issued to a person born outside the U.S. who was still a U.S. citizen at birth, or to a person who later automatically became a U.S. citizen.
- (4) Naturalization Certificate, issued to a person who became a U.S. citizen after birth through the naturalization process.
- (5) A Report of Birth Abroad of a U.S. Citizen.
- (6) A Certification of birth issued by the Department of State.
- (7) A U.S. Citizen ID card.
- (8) An American Indian Card issued by the Department of Homeland Security with the classification code "KIC" (Issued by DHS to identify U.S. citizen members of the Texas Band of Kickapoos living near the U.S./Mexican border).
- (9) Final adoption decree showing the child's name and U.S. birthplace.
- (10) Evidence of civil service employment by the U.S. government before June 1976.
- (11) An official U.S. military record of service showing a U.S. place of birth.
- (12) A Northern Mariana Identification Card (Issued by the INS to a collectively naturalized citizen of the U.S. who was born in the Northern Mariana Islands before November 4, 1986).
- (13) Extract of U.S. hospital record of birth established at the time of the person's birth indicating a U.S. place of birth.

- (14) Life or health or other insurance record which indicates a U.S. place of birth and which is dated at least 5 years before the initial application date.
- (15) Federal or State census record which indicates U.S. citizenship or a U.S. place of birth (Generally for persons born 1900 through 1950).
- (16) Institutional admission papers from a nursing home, skilled nursing care facility or other institution which indicates a U.S. place of birth.
- (17) Medical (clinical, doctor, or hospital) record which indicates a U.S. place of birth and which is dated at least 5 years before the application date.
- (18) A driver's license or identification card issued by an agency of a U.S. state if that agency indicates on the driver's license or identification card that the applicant has provided satisfactory evidence of United States citizenship to the agency.
- (19) Other document that was created at least 5 years before the application. Document must be one of the following and show a U.S. place of birth: Seneca Indian tribal census record; Bureau of Indian Affairs tribal census records of the Navaho Indians; U.S. State Vital Statistics official notification of birth registration; an amended or delayed U.S. public birth record that is amended more than 5 years after the person's birth; or statement signed by the physician or midwife who was in attendance at the time of birth.
- (20) If other forms of documentation cannot be obtained, documentation may be provided by a written affidavit, signed under penalty of perjury, from two citizens, one of whom cannot be related to the person in question, who have specific knowledge of event(s) establishing the person in question's citizenship status. The person in question or another knowledgeable individual must also submit an affidavit stating why the documents are not available. Affidavits are only expected to be used in rare circumstances. [If a registrar is not available to review the proof of citizenship document, the applicant must be permitted to vote a provisional ballot and given instructions to provide the information to a registrar at a specific address within 3 days.]

If an applicant who is pending status due to citizenship verification does not present one of the acceptable forms of proof of citizenship when a ballot is requested during early voting or on Election Day or a deputy registrar is not present at the polling location when the applicant requests a ballot to review applicant's proof of citizenship, the applicant shall be offered the opportunity to cast a provisional ballot. The applicant shall be instructed that he or she will be required to present proof of citizenship in person, via fax, email or text to the county registrar before the close of the absentee ballot canvassing period on the Monday following the election (due to Friday being a holiday) in order for the provisional ballot to count as a vote.

Pending applicants may also present the various forms of ID (pending due to DDS or SSA verification) or proof of citizenship (pending due to citizenship verification) at County registrar

offices before, on or after November 8, 2016. If a pending applicant produces the necessary ID or proof of citizenship and there are no other issues, their registration status must be updated in eNet to “active” status. If a pending applicant produces this information after the publication of the ExpressPoll for an election, that voter shall be included in any supplemental lists provided to polling locations.

For elections occurring after November 8, 2016, applicants who are in pending status due to citizenship verification shall be able to vote a regular ballot if they produce one of the forms of acceptable proof of citizenship to a deputy registrar when they appear to vote at a polling location during early voting or on Election Day. If a deputy registrar is not present at the time the applicant requests a ballot, the applicant may present the proof of citizenship to the poll manager who shall transmit a copy of the applicant’s proof of citizenship to the county registrar’s office via text message, email or fax, if said technology is available to the poll manager at the polling location. The county registrar shall immediately update the applicant’s citizenship status so that the applicant shall be permitted to cast a regular ballot and convey that information to the poll manager at the polling location. If that technology is not available to the poll manager, the applicant shall be offered the opportunity to cast a provisional ballot, the provisional ballot envelope shall be marked by the poll manager with [specifics of mark to be determined] to confirm that the applicant presented one of the forms of acceptable proof of citizenship and ID at the time the ballot was cast, and the provisional ballot shall be counted as a vote without requiring any further action on the part of the voter.



OFFICIAL ELECTION BULLETIN

February 23, 2017

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: Updated Pending Voters Action

Update to Pending Voter Registration Processing

A lawsuit has ended regarding the issue of the handling of voter registration applications that fail to verify with Division of Driver Services (DDS) and Social Security Administration (SSA). Prior to the lawsuit, when a voter registration failed to verify with DDS/SSA, a letter was generated by ENET and mailed to the applicant. If the applicant did not respond to the letter within 40 days, the application was rejected and the voter registration status in ENET was changed to cancelled.

Going forward, as required under the lawsuit, voter registration applications that fail verification will remain in pending status without a time limit. We have updated the failed verification letters generated in ENET to reflect these changes. Please make sure failed verification letters sent to voter applicants are substantively the same as the letter generated in ENET.

A voter in "pending" status can immediately update their status to "active" by providing appropriate verification documentation at your office or at any polling place.

Also pursuant to the lawsuit, we are sending two groups of voter registration applications back through the verification process so that they can be sent the updated failed verification letter. The first group are voter registrations in cancelled status since October 1, 2013 that were cancelled for failing to verify with DDS/SSA. This group is estimated to be about 4,000 voter registrations.

The second group are voter registrations that were already in pending status when the 40 day clock was stopped at the end of September 2016, and who were sent the old failed verification letter. That group is estimated to be about 11,000 voter registrations.

These registrations will be sent back through the verification process later this week, and only those that fail to verify will appear on your dashboards to be timely processed and mailed failed verification letters.

Finally, going forward, please mail failed verification letters within seven (7) business days of the registration application being processed.

I appreciate your cooperation with this updated procedure.

Please feel free to contact me directly if you have any questions.



OFFICIAL ELECTION BULLETIN

June 28, 2017

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: Felon Reporting Changes

Information concerning Probationers and Parolees serving felony sentences, and who are thus ineligible to register to vote or to cast a vote, was recently transferred from the Department of Corrections (DOC) to the Department of Community Supervision (DCS).

Because of this transfer of responsibility, we have had to establish a relationship with this new agency to continue to receive data concerning these individuals. The Secretary of State's office is taking this opportunity to pursue the dual goals of improving the felon identification process and increasing the protection of voter data.

In pursuit of these goals, we have updated the comparison criteria, added new comparison criteria, and scaled back the use of Social Security Number (SSN) to only the last four digits.

This morning you should see a set of potential matches on your dashboard using this updated match process. Please let us know if you notice any irregularities or have any questions.

If you have questions about inquiries from other states or sources, feel free to contact our office for any clarification we can provide.



OFFICIAL ELECTION BULLETIN

August 18, 2017

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: NCOA Changes in ENET

The National Change of Address (NCOA) comparison process, which is governed by O.C.G.A. § 21-2-233, was completed last month. Our office has recently implemented some changes that impacted a portion of the voter registration records that were sent NCOA notices.

Voters whose United States Postal Service NCOA information indicated that they changed addresses within the same county have been set to "Active" status, including those records that had their status initially changed to "Inactive" by virtue of your office receiving the NCOA notice back as undeliverable and processing the returned mail. However, if these voters responded to the NCOA notice with updated information such as address updates, name changes, transfers, etc., then all of those changes entered by your office into ENET will remain.

Voters whose USPS NCOA information indicated that they moved to a different county or state and were sent a confirmation notice have not been affected by these changes.



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OFFICIAL ELECTION BULLETIN

August 18, 2017

TO: County Election Officials and County Registrars

FROM: Chris Harvey, Elections Division Director

RE: NVRA and Change of Residency Challenges

The National Voting Registration Act (52 U.S.C. § 20507(d)) limits when a jurisdiction can remove an elector from the voter rolls due to moving outside of the jurisdiction or due to a change of address. The statute prohibits removal unless:

1. There is written confirmation of the change in residency by the elector; or
2. The NVRA Confirmation Notice Process (NOACT2GE), described in 52 U.S.C. § 20507(d)(2), is followed.

O.C.G.A. § 21-2-228 allows county boards of registration to conduct hearings in order to determine the qualification of electors. O.C.G.A. § 21-2-229 allows electors of the county or municipality to challenge, in writing, the qualifications of any elector who appears on the list of electors. These challenge hearings for qualifications cannot, however, result in a voter being *removed from the list of electors* for any change of address. The NVRA does not prohibit removing an elector from the list of electors for other disqualifications such as citizenship, felony sentence, judicially declared mental incompetence, or insufficient age.

Options for Counties with Knowledge of a Change of Address: If a county has reason to believe a person has changed their address and hasn't updated their voter registration record, it is reasonable for the county to mail the elector a letter at their registered address to let the elector know that the county believes the elector may have moved and for the elector to provide a current address. Usually, the more specific you can be in the letter the better. There can be no consequence if the elector does not respond to the letter as none is provided by law. If the elector completes and returns the letter with a new address, the county now has written confirmation of a change in residency that it can act upon consistent with NVRA. However, if the letter is returned undeliverable, this would begin the "returned mail" list maintenance process and a confirmation notice would be issued to the elector. Because state law specifies instances when confirmation notices are to be sent, a county should not send a confirmation notice outside of the instances in state law (Returned Mail, NCOA, No Contact). Further, there is no current mechanism in eNet for a county to cause a confirmation notice to be printed by the print vendor outside

of those 3 list maintenance processes. If the elector then fails to respond to the confirmation notice as required by law, the elector's status will then become "Inactive."

National Voter Registration Act Citation

52 U.S.C. § 20507(d) Removal of names from voting rolls.

(1) A State shall not remove the name of a registrant from the official list of eligible voters in elections for Federal office on the ground that the registrant has changed residence unless the registrant--

(A) confirms in writing that the registrant has changed residence to a place outside the registrar's jurisdiction in which the registrant is registered; or

(B) (i) has failed to respond to a notice described in paragraph (2); and

(ii) has not voted or appeared to vote (and, if necessary, correct the registrar's record of the registrant's address) in an election during the period beginning on the date of the notice and ending on the day after the date of the second general election for Federal office that occurs after the date of the notice.

I encourage you to review this information with your boards and county attorneys and to make sure that any cancellation of voters from the electors lists, or change in status to inactive, is done in compliance with this federal law. I also encourage you to share this information with any municipalities within your county as they prepare for municipal elections in November.



OFFICIAL ELECTION BULLETIN

February 7, 2018

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: NCOA Changes for Within-County Moves

Due to a recent court case, we have decided to make changes to the list maintenance processes with regard to change-of-address information received from the U.S. Postal Service's National Change of Address database (NCOA) for voters that moved **within the county**. These changes are consistent with the process laid out in O.C.G.A. § 21-2-233(b) for voters that move within their county.

We will be working to improve the NCOA process so that by 2019, there will be an easier way to process NCOA information received regarding voters moving within the county. In the meantime, we need to update certain addresses of "**within-county**" movers from the 2017 NCOA list maintenance process.

This must be completed by February 20, 2018, at the latest.

Your liaison will email you an excel spreadsheet with the voter registration numbers and the USPS NCOA addresses that need to replace the existing residence addresses of "**within-county**" movers. The email will have specific instructions on how to accomplish this.

We appreciate your prompt attention in implementing this solution.



OFFICIAL ELECTION INFORMATION

March 16, 2018

TO: County Registrars, Election Directors, and Combined Boards of Elections and Registration

FROM: Chris Harvey, Director of Elections

RE: Voter Registration Deadline Changed for Federal Runoffs Only

On October 13, 2017, Judge Timothy C. Batten, Sr. signed a federal consent order in which the Secretary of State's Office agreed to re-open voter registration for runoff elections in federal elections only.

The order states:

"The voter-registration deadline for all elections for federal office, including all run-off elections, shall be the close of business on the thirtieth day prior to the election, or the time otherwise prescribed by state, whichever is less. Pursuant to O.C.G.A. § 21-2-14 and § 21-2-224(a), if such deadline should fall on a Saturday, Sunday, or legal holiday, the voter registration deadline shall be the close of business on the following business day."

In the event that a federal runoff is required, voter registration would re-open immediately after a federal election in those counties conducting a federal runoff, and would close thirty days before the federal runoff election. Voters who registered to vote during this time between the federal election and the federal runoff would only be eligible to vote in the immediate federal runoff election (not in state, county, or local runoff elections happening at the same time) but, after the federal runoff, would be fully eligible to vote in all future elections.

This order is permanent unless or until state law is passed that conforms to this standard.

We are prepared to meet the technical challenges should a county face a federal runoff election this year. However, one of the best things each county can do in anticipation of this possibility is to keep their backlog of voter registration applications as low as possible heading into the election and possible runoff.

This year, the voter registration deadline for federal runoff elections only are:

June 25, 2018 is the voter registration deadline for the Primary Federal Runoff on July 24, 2018 (if necessary.)

December 10, 2018 is the voter registration deadline for the Federal General Election Runoff on January 8, 2019 (if necessary.)

The Secretary of State's Office will coordinate details and further instructions for ENET, absentee voting, and Election Day voting for any counties that find themselves facing a federal runoff in the primary or general election.

A complete copy of Judge Batten's order is posted on Firefly with this document under "Official Communications."



OFFICIAL ELECTION BULLETIN

June 5, 2018

TO: County Election Officials and County Registrars

FROM: Chris Harvey, Elections Division Director

RE: Update to Felon Process in GVRS

The Department of Corrections sends reports to the Secretary of State's office for people serving felony sentences in custody. As reported last year, the Department of Community Supervision now sends separate felon lists for people serving felony sentences on probation and parole. This recent change is a result of broader legislative efforts spearheaded by Governor Nathan Deal for criminal justice reform in Georgia.

With this new change in effect, the Secretary of State's office found that the Department of Community Supervision's data included individuals with special statuses of First Offender, *Nolo Contendere*, and Conditional Discharge. People with statuses for First Offender, *Nolo Contendere*, and Conditional Discharge are eligible to register to vote and cast a ballot.

We have worked diligently with the Department of Community Supervision and the Georgia Crime Information Center to refine the transmission of their data to reflect the appropriate parameters and exclude individuals under special sentencing status. Going forward, you should no longer see any person under one of these special statuses on your GVRS dashboard when our office receives the data and forwards it to you for processing.

You will see an increase in volume on your dashboards as we resume this data transmission. You should continue to process all felon notices in accordance with standard procedures.



OFFICIAL ELECTION BULLETIN

October 12, 2018

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: Processing Voter Registration Applications after the VR Deadline

Voter Registration Deadline

Pursuant to O.C.G.A. § 21-2-224, Tuesday, October 9, 2018 was the voter registration deadline for the November 6, 2018 Election(s). If mail-in VR Applications (Site Codes 2, 9, and 14) do not have a legible postmark, then the Secretary of State's date stamp should be used to determine if the voter should be added or updated for the November 6, 2018 Election(s). O.C.G.A. § 21-2-224(c) provides that the Secretary of State's date stamp on the application must be no later than Friday, October 12, 2018 for the individual to be eligible to vote in the November 6, 2018 Election(s). If you receive a new mail application that meets these postmark requirements, then enter the voter registration deadline of October 9, 2018 as the voter's registration date into eNet.

The voter registration date for applications from site codes 5, 6, 8, 10, 12, and 13 are based on the date written next to the voter's signature.

New Voter Registration Applications

Although the October 9, 2018 deadline has passed, counties will still be able to add new voter registration applications into eNet. Pursuant to O.C.G.A. § 21-2-224, such applications will still be subject to the October 9, 2018 registration deadline, and voters who applied to register to vote after the October 9, 2018 deadline will not be eligible to vote in the November 6, 2018 Election(s).

New voters added during the period between the day after the registration cut-off date and Election Day or until after any subsequent run-off date will be visible within all modules in eNet.

THIS IS IMPORTANT: Because all new applicants (including those who register after the registration deadline) will appear in eNet, counties must double-check the registration date of each voter before allowing the voter to cast a ballot during the absentee/advance voting period.

Changes to Voter Address Information Within the County

Counties should not enter within-county address changes to voter information postmarked during the period between the day after the registration cut-off date and Election Day. Therefore, voter registration applications for within-county address changes postmarked after October 9, 2018

should not be entered until Wednesday, November 7, 2018 (if no runoff) or after any subsequent run-off date.

County-to-County Transfers

1. For county-to-county transfers of voters before the registration cut-off date, the process has not changed. Counties may transfer voters before a registration cut-off date for an election without issue.
2. Counties should not process county-to-county transfers postmarked after the registration cut-off date until after certification. Therefore, voter registration applications for county-to-county transfers postmarked after October 9, 2018 should not be entered until the county level certification, Monday after the election. Failure to adhere to these guidelines may result in voters not appearing on the electors list or ExpressPoll when they should.
3. Please be aware that the Secretary of State's My Voter Page (MVP) will show the voter's polling place for state & county elections as the most recent precinct entered into eNet.

Changes to Voter Information Other Than Address Change

Counties may not enter changes to voter information after the registration cut-off date except to update voters who are providing additional information as required in O.C.G.A. § 21-2-220(d).

Voter List Maintenance

Counties may continue to conduct specific individualized voter list maintenance efforts to ensure that ineligible voters are removed from the electors list in a timely manner. County list maintenance should be conducted as frequently as is practicable to ensure that ineligible individuals do not remain on the electors list.

As you continue list maintenance processes leading up to the election, please keep in mind the limitations on list maintenance activities established under the National Voter Registration Act of 1993 (NVRA). Specifically, NVRA provides that any program to systematically remove the names of ineligible voters from the official list of electors must be completed no later than ninety (90) days prior to the date of a primary or general election for federal office.

Removal of ineligible voters for the following reasons is not subject to the 90-day limitation:

1. at the request of the registrant;
2. the felony conviction or judicial determination of mental incompetency of the registrant;
3. the death of the registrant;
4. correction of registration records pursuant to the NVRA; or
5. the verification process of determining the eligibility of a person applying to register to vote in accordance with any applicable court order and federal law.

Registrars can continue with their list maintenance activities, as long as they fall into one of the above categories as authorized by law. If you have any additional questions, please contact your Liaison.



OFFICIAL ELECTION BULLETIN

April 3, 2019

TO: County Election Officials and County Registrars

FROM: Chris Harvey, Elections Division Director

RE: Changes in Voter Registration System on HB 316 Becoming Law

HB 316, which became law yesterday, will make a number of significant changes to elections in Georgia. Over the next few weeks and at the joint conference, we will go over these changes with you. However, there are two procedures in ENET that will have to be changed immediately as a result of HB 316 becoming law.

1. Felon Cancellations

HB 316 requires giving prior notice to a registered voter who is having their voter registration cancelled as a result of the voter serving a felony sentence. The Secretary of State's Office has temporarily put on pause the process of sending the list of persons serving felony sentences to your dashboards through ENET until we change the programming of the ENET database.

The new procedure we are creating will require the printing of a notification letter to go to the voter giving them 30 days to contest or correct the record before their voter registration is cancelled.

2. Pending Verification Process: Unverified Status Changing to Active MIDR

HB 316 has voter registrations that would have previously been in an "Unverified" pending status (due to a lack of a match on certain data fields) now to go into "Active" status with an MIDR flag (ID Required: YES) on their voter registration. These voters will get precinct cards and will be able to vote upon showing HAVA ID (which will remove the MIDR from the registration status.) Until we are able to reprogram ENET to handle this change, these voter registrations will continue to initially go into "Unverified" pending status in ENET, however, we will convert their "Unverified" pending status to "Active MIDR" status manually until ENET is updated to accommodate this change in the law. It is important that all MIDR letters are mailed to voters so they are informed of the steps they need to take in order to remove the MIDR flag and have their vote counted.



OFFICIAL ELECTION BULLETIN

May 7, 2019

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: Municipal Boundaries and Street Files

For Counties:

The Secretary of State's office reminds each county to send to all municipalities located within their jurisdiction, a municipal streets list to review in advance of the upcoming 2019 municipal elections. Every municipality has a streets list posted in a folder by county on Firefly under Downloads on the lower banner of Firefly, titled "Municipal Street List 2019". Please send to each municipality for review and mark any necessary changes. A Municipal Streets List Maintenance Checklist form should be sent as well. This form is located at the end of the streets list files in Firefly as well as under the Election Planner > Checklists, titled "Municipal Streets List Maintenance Checklist".

For Municipalities:

Each county registrar will send a streets list to every municipality in their jurisdiction. It is the municipalities' responsibility to review the list to ensure all streets are listed correctly. Please review for accuracy each item listed on the Maintenance Checklist. The review and return of the completed checklist with any necessary changes should be completed by June 28, 2019, to ensure sufficient time to make any changes prior to the review of the voter list.

O.C.G.A. § 21-2-226 (c)

(c) It shall be the duty of each incorporated municipality located wholly or partially within the boundaries of a county to provide a detailed map showing the municipal boundaries, municipal precinct boundaries, and voting district boundaries to the county board of registrars no later than January 1, 1995, and within 15 days of any changes in such municipal boundaries, precinct boundaries, or voting district boundaries. Upon receiving any changes in municipal boundaries, the county board of registrars shall provide to the municipality a list of all voters affected by such

changes with the street addresses of such electors for the purpose of verifying the changes with the municipality. Upon receiving the list of electors affected by changes in municipal boundaries, the municipality shall immediately review the information provided by the county registrars and advise the county registrars of any discrepancies.



OFFICIAL ELECTION BULLETIN

June 5, 2019

TO: County Election Officials and County Registrars
FROM: Chris Harvey, Elections Division Director
RE: National Change of Address (NCOA) Mailings

The Secretary of State's office has verified that all confirmation notices generated as part of the National Change of Address (NCOA) comparison process, were printed by the print vendor and delivered to the county offices.

Please mail the NCOA confirmation notices no later than Monday, June 10, 2019.

If you are unable to meet this mail deadline, please contact your Liaison.

Leigh Combs
470-312-2741
lcombs@sos.ga.gov

Ameika Pitts
470-312-2751
apitts@sos.ga.gov

Breanna Thomas
470-312-2756
bthomas@sos.ga.gov

Dennis Carbone
470-312-2740
dcarbone@sos.ga.gov

Once you have mailed the NCOA confirmation notices for your county, be prepared to receive confirmation notices back and process them in a timely manner.

Detailed instructions on how to process returned NCOA notices can be found on Firefly under Training > NCOA - NOACT2GE > NCOA. In this location you will find:

- A guide titled "NCOA Confirmation Notices 2019"
- A PowerPoint presentation titled "NCOA 2019 Presentation 05.22.2019"
- A recorded webinar titled "NCOA 2019 Presentation".



OFFICIAL ELECTION BULLETIN

June 26, 2019

TO: County Election Officials and County Registrars

FROM: Chris Harvey, Elections Division Director

RE: Verification Process Update in ElectionNet

O.C.G.A. § 21-2-220.1, the code section outlining the verification process for voter registration applications, was amended by House Bill 316 in the 2019 legislative session of the General Assembly. Because of this legislation, voter records will no longer be placed in pending status when their information fails to match with the Department of Driver Services (DDS) or the Social Security Administration (SSA) for Last Name, First Name, Date of Birth, Georgia Driver's License or Identification Number, or Social Security Number. However, these voter records will be flagged Missing Identification Required (MIDR) status if they have not already provided HAVA ID. The voter registration system will be updated during the maintenance hours on Wednesday evening, 6/26/19, to reflect this change.

The citizenship verification and identification requirements remain unchanged. The system will continue to generate pending letters for records that fail citizenship verification. The system will continue to produce the ID required letters for applicants that do not provide a copy of an acceptable ID when registering to vote for the first time. Registrars should continue to mail these letters.

As a reminder:

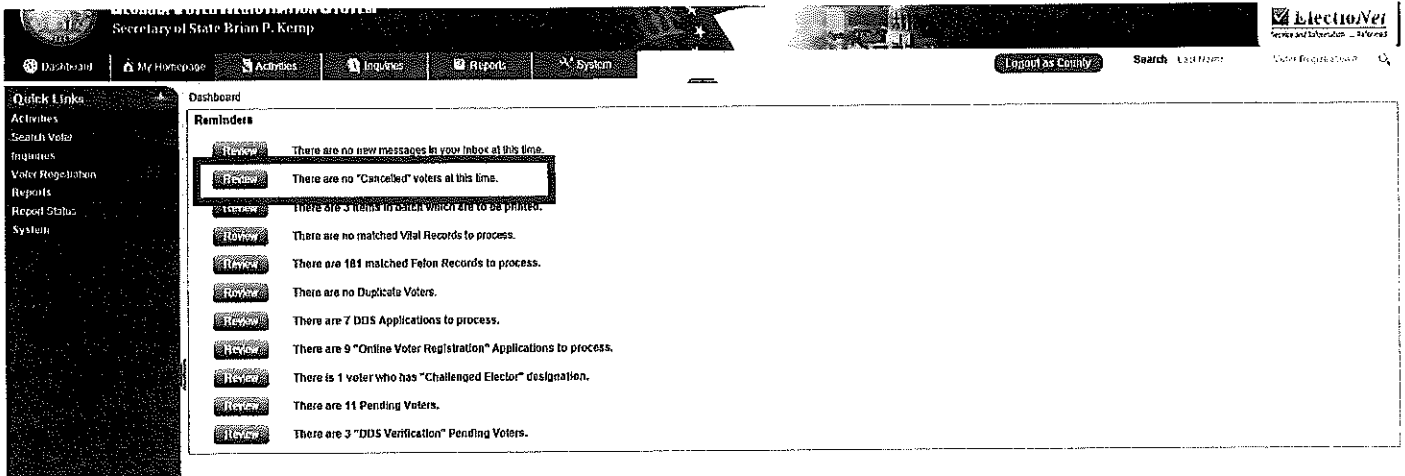
- If an applicant provides proof of citizenship with their application, **be sure to enter the type of document provided in the "Proof of Citizenship" dropdown menu in the Voter Identification section while completing the data entry for new voters.** Making this selection will override the results of the citizenship verification process and prevent new citizens that have not updated their information with DDS from failing verification.
- If an applicant does not provide identification with their application but passes the verification process, this satisfies the identification requirements of 21-2-220(c), and the voter will not be placed in Missing Identification Required (MIDR) status.
- Before printing a Pending Citizenship or MIDR Letter, be sure to double check data entry for typos and the pocket of the physical applications to be sure that proof of citizenship or copies of HAVA ID were not provided with the application.

Melanie Frechette and John Hallman will give a detailed explanation of the system changes to the verification process as part of the June Monthly Election Forum Webinar on Thursday, 6/27/19, at 10:00am. I encourage you to join this webinar. If you cannot join, this webinar will be recorded and posted to Firefly so that it can be viewed at your convenience. The presentation and the recorded webinar will be available under the 3T section of Firefly.

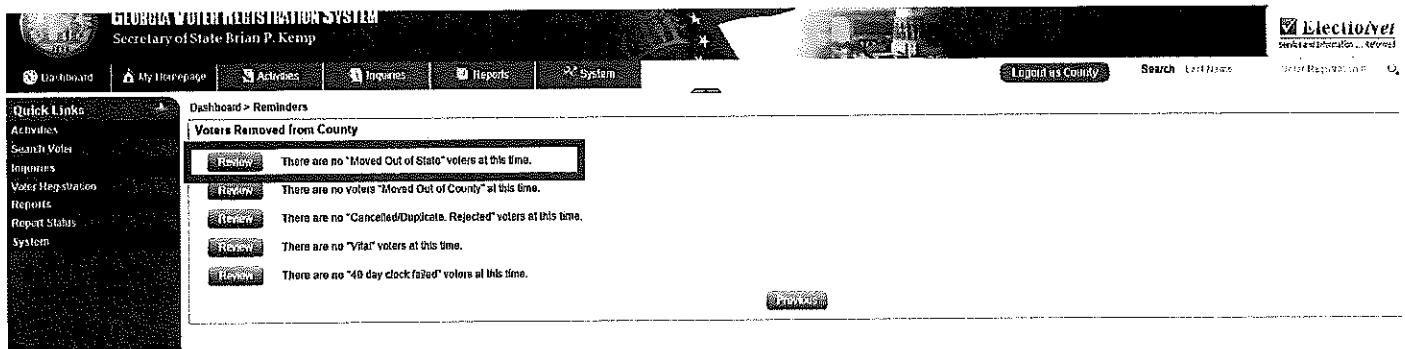
Cancelled Voters by Date

You can now view/print/save the cancelled voters by date.

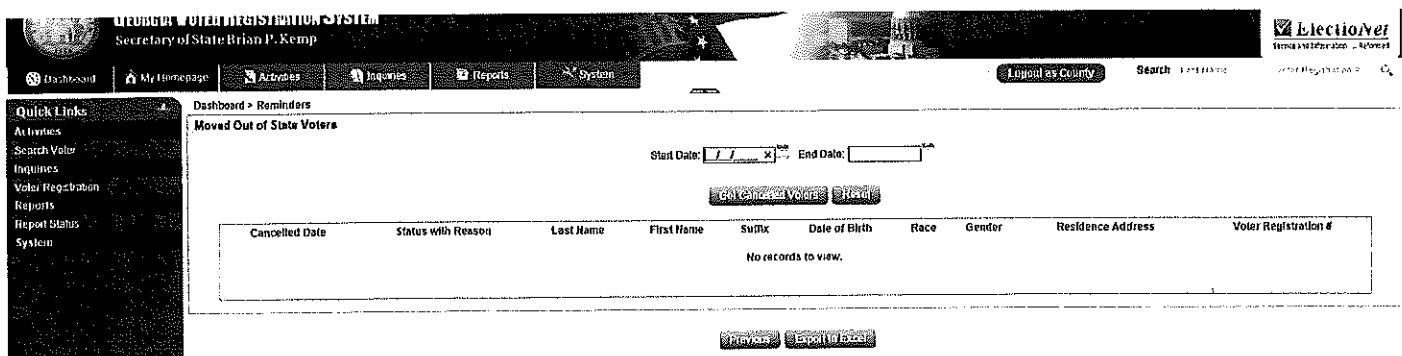
- In GVRs navigate to the **Dashboard**. The line might say "There are no "Cancelled" voters at this time". There does not have to be a number in that line for you to review cancelled voters.
- Click the **Review** button.



- The Voters Removed from County screen will display. Again, there does not have to be a number in the line associated with each type of voter for you to access the information.
- Click on the **Review** button by the line of voters you want to view.



- For this example we clicked on "There are no "Moved out of State" voters at this time" Review button.



- Enter the **Start Date** and **End Date** that you want to² create a report that will show all the Moved Out of State Voters.
- For this example we have entered 01/01/2014 to 04/21/2014.
- Click the **Get Cancelled Voters** button.

GEORGIA VOTER REGISTRATION SYSTEM
Secretary of State Brian P. Kemp

Dashboard > Reminders
Moved Out of State Voters

Start Date: 01/01/2014 End Date: 04/21/2014

Get Cancelled Voters

Cancelled Date	Status with Reason	Last Name	First Name	Suffix	Date of Birth	Race	Gender	Residence Address	Voter Registration #
No records to view.									

Print Export to Excel

- The Moved Out of State Voters for those dates will appear.

GEORGIA VOTER REGISTRATION SYSTEM
Secretary of State Brian P. Kemp

Dashboard > Reminders
Moved Out of State Voters

Start Date: 01/01/2014 End Date: 04/21/2014

Get Cancelled Voters

Cancelled Date	Status with Reason	Last Name	First Name	Suffix	Date of Birth	Race	Gender	Residence Address	Voter Registration #
04/08/2014	CANCELLED MOVED OUT OF STATE	BRANNON	TIMOTHY			WHITE NOT OF HISPANIC ORIGIN	MALE	2011 KEENELAND DR WATKINSVILLE GA 30677 - 5920	08303325
04/08/2014	CANCELLED MOVED OUT OF STATE	SEDLAR	HELEN			UNKNOWN	FEMALE	1030 DERRY LN WATKINSVILLE GA 30677 - 4598	08511404
04/08/2014	CANCELLED MOVED OUT OF STATE	SEDLAR	PATRICK	III		UNKNOWN	MALE	1030 DERRY LN WATKINSVILLE GA 30677 - 4598	08559633

Print Export to Excel

- You can print this screen.
- You can click the **Export to Excel** button.
- When you receive the report window you can Open, Save or Cancel.

Do you want to open or save report.xlsx from gvr.sos.state.ga.us?

Open Save Cancel

- Using Excel you can filter and sort this report to meet your needs.

report [Read-Only] - Microsoft Excel

A1	GEORGIA SECRETARY OF STATE VOTER REGISTRATION SYSTEM									
CANCELLED VOTERS										
Cancelled Date	Status with Reason	Last Name	First Name	Suffix	Date of Birth	Race	Gender	Residence Address	Voter Registration #	
04/08/2014	Canceled Moved Out of State	BRANNON	TIMOTHY			White not of Hispanic Origin	MALE	2011 KEENELAND DR WATKINSVILLE GA 30677-5920	08303325	
04/08/2014	Canceled Moved Out of State	SEDLAR	HELEN			Unknown	FEMALE	1030 DERRY LN WATKINSVILLE GA 30677-4598	08511404	
04/08/2014	Canceled Moved Out of State	SEDLAR	PATRICK	III		Unknown	MALE	1030 DERRY LN WATKINSVILLE GA 30677-4598	08559633	

- Repeat this process for each line.
- ◊ Moved Out of the County voters
- ◊ Cancelled/Duplicate, Rejected voters
- ◊ Vital voters
- ◊ 40 Day clock voters
- You will continue to follow normal office procedure of moving the voter cards from Active to Canceled and retain for 2 years, O.C.G.A. § 21-2-236.

- The work you do in GVRS is instant. As you work and cancel voters they will appear on your dashboard so that at the end of the work day you could print out a report of the voters you cancelled for that day.

Dashboard reflects the 24 voters you have cancelled for today 4/22/2014.

Georgia Voter Registration System
Secretary of State Brian P. Kemp

Dashboard

Reminders

- There are 24 "Cancelled" voters at this time.
- There are 19 "Moved Out of State" voters at this time.
- There are 2 "Moved Out of County" voters at this time.
- There are no "Cancelled/Duplicate, Rejected" voters at this time.
- There are 3 "Vital" voters at this time.
- There are no "40 day clock voters" at this time.

19 are Moved out of State, 2 are Moved out of County and 3 are Vital.

Georgia Voter Registration System
Secretary of State Brian P. Kemp

Dashboard

Reminders

- There are 19 "Moved Out of State" voters at this time.
- There are 2 "Moved Out of County" voters at this time.
- There are no "Cancelled/Duplicate, Rejected" voters at this time.
- There are 3 "Vital" voters at this time.
- There are no "40 day clock voters" at this time.

Clicking the Review button for Moved Out of State shows the voters you processed today 4/22/2014.

Georgia Voter Registration System
Secretary of State Brian P. Kemp

Dashboard

Review

Moved Out of State Voters

Start Date: 4/22/2014 End Date: 4/22/2014

Cancelled Date	Status with Reason	Last Name	First Name	Suffix	Date of Birth	Race	Gender	Residence Address	Voter Registration #
4/22/2014	CANCELLED MOVED OUT OF STATE	MANZELA	JOYCE			WHITE NOT OF HISPANIC ORIGIN	FEMALE	373 FLORA AVE SE ROME GA 30161-6925	0618476
4/22/2014	CANCELLED MOVED OUT OF STATE	TUCK	RYAN			WHITE NOT OF HISPANIC ORIGIN	MALE	1 BANGS DR SE ROME GA 30161-3991	0001501
4/22/2014	CANCELLED MOVED OUT OF STATE	KNAUER	SUSAN			WHITE NOT OF HISPANIC ORIGIN	FEMALE	18 LONGO LN SE ROME GA 30161	0097206
4/22/2014	CANCELLED MOVED OUT OF STATE	CORNER	RONITA			WHITE NOT OF HISPANIC ORIGIN	FEMALE	316 E 3RD AVE ROME GA 30161-2298	0097330
4/22/2014	CANCELLED MOVED OUT OF STATE	VIRDATE	LINDSEY			UNKNOWN	FEMALE	1829 LITTLEWOOD VALLEY RD NW ROME GA 30165-9584	0026597
4/22/2014	CANCELLED MOVED OUT OF STATE	CORNER	RAYMOND			WHITE NOT OF HISPANIC ORIGIN	MALE	215 E 3RD AVE ROME GA 30161-2228	0090387
4/22/2014	CANCELLED MOVED OUT OF STATE	HARK	SIDNEY			WHITE NOT OF HISPANIC ORIGIN	FEMALE	725 HAMPSHIRE LN SE ROME GA 30161-5027	0870708
4/22/2014	CANCELLED MOVED OUT OF STATE	HARK	RICHARD			WHITE NOT OF HISPANIC ORIGIN	MALE	228 HAMPSHIRE LN SE ROME GA 30161-3532	0479785
4/22/2014	CANCELLED MOVED OUT OF STATE	RAYSON	OTIS JR			WHITE NOT OF HISPANIC ORIGIN	MALE	26 CAVELLOT CUN SE ROME GA 30161	0076733
4/22/2014	CANCELLED MOVED OUT OF STATE	BRADSHAW	LORI			WHITE NOT OF HISPANIC ORIGIN	FEMALE	191 NORTHWOOD DR NE ROME GA 30161-7032	0029766

- As a reminder, the **No Activity for 2 Election Cycle Voters** were ran on 2/19/2014 if you want to access that report.
- Enter the **Start and End Date** of 02/19/2014.

GEORGIA VOTER REGISTRATION SYSTEM
Secretary of State Brian P. Kemp

Dashboard | My Homepage | Activities | Inquiries | Reports | System

Quick Links: Activities, Search Voter, Inquiries, Voter Registration, Reports, Report Status, System

Dashboard > Reminders

Cancelled/Duplicate, Rejected Voters

Start Date: 02/19/2014 End Date: 02/19/2014

Get Cancelled Voters [Filter]

Cancelled Date	Status with Reason	Last Name	First Name	Suffix	Date of Birth	Race	Gender	Residence Address	Voter Registration #
No records to view.									

[Previous] [Export Data]

- Click the **Get Cancelled Voters** button.
- The list of voters will appear in alpha order.

GEORGIA VOTER REGISTRATION SYSTEM
Secretary of State Brian P. Kemp

Dashboard | My Homepage | Activities | Inquiries | Reports | System

Quick Links: Activities, Search Voter, Inquiries, Voter Registration, Reports, Report Status, System

Dashboard > Reminders

Cancelled/Duplicate, Rejected Voters

Start Date: End Date:

Get Cancelled Voters [Filter]

Cancelled Date	Status with Reason	Last Name	First Name	Suffix	Date of Birth	Race	Gender	Residence Address	Voter Registration #
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	ABBOTT	MARY			WHITE NOT OF HISPANIC ORIGIN	FEMALE	303 W DYKES ST COCHRAN GA 31014 - 6941	04840750
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	ADAMS	NATHAN			WHITE NOT OF HISPANIC ORIGIN	MALE	155 W LAKESHORE DR COCHRAN GA 31014 - 7822	05719323
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	BAKER	VILLIE			BLACK NOT OF HISPANIC ORIGIN	MALE	128 JACKSON ST COCHRAN GA 31014 - 6242	05514041
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	DARLOW	MELINDA			WHITE NOT OF HISPANIC ORIGIN	FEMALE	318 PACE RD COCHRAN GA 31014 - 1824	00910310
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	BARRS	RYAN			WHITE NOT OF HISPANIC ORIGIN	MALE	205 TENTH ST COCHRAN GA 31014 - 8128	05720197
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	BASBY	CORETTA			BLACK NOT OF HISPANIC ORIGIN	FEMALE	108 ROBERSON CRESCENT DR COCHRAN GA 31014 - 6147	03986732
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	BASS	JAMES JR			WHITE NOT OF HISPANIC ORIGIN	MALE	472 GA HWY 87 N COCHRAN GA 31014	05538712
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	BECK	BOBBY			BLACK NOT OF HISPANIC ORIGIN	MALE	138 JOHNSON ST COCHRAN GA 31014 - 6013	00497821
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	BECK	DIANNE			BLACK NOT OF HISPANIC ORIGIN	FEMALE	122 ASH ST COCHRAN GA 31014 - 6219	05040316
02/19/2014	CANCELLED NO ACTIVITY FOR 2 GENERAL ELECTION CYCLES	BENDER	EMMETT			WHITE NOT OF HISPANIC ORIGIN	MALE	285 GA HWY 257 COCHRAN GA 31014	03701014

[Previous] [1] [2] [3] [4] [5] ... [24] [25] [Next] [Previous] [Export Data]

Activities

Duplicate Voter

Duplicate Process in Enet

Navigation: Activities > Duplicate Voter

The duplicate merge process allows for county registrars to combine 2 or more records that have been created in eNet for one voter. After a registrar has identified two duplicate records, they can use the duplicate merge process to combine two or more records. There are 5 different ways searches can be done to locate a voter record.

Activities > Duplicate Voter

Search - Duplicate Voter

Search Type

☒ County
 ☐ Statewide

Search Criteria

Last Name, First Name, Date of Birth and Last 4 Digits of SSN

First Name, Date of Birth and Last 4 Digits of SSN

Full SSN

Driver's License No./State ID

Voter Registration #

OR Last 4 Digits:

Voter Registration #1:

Voter Registration #2:

Voter Name

Last Name :

First Name :

Date of Birth :

Search

Reset

A county registrar can search by name, DOB, DL, SSN or registration number to identify and compare records. Before the records are combined, they are displayed side by side to be reviewed. If the registrar confirms that the two records are in fact a duplicate, they can merge the two records into 1 record.

☐	ACTIVE	JONES	TERRY		1964	BLACK NOT OF HISPANIC ORIGIN	MALE	316 PETERS ST SW ATLANTA 30313	FULTON	04325645	NO
☐	ACTIVE	JONES	TERRY		1964	BLACK NOT OF HISPANIC ORIGIN	MALE	316 PETERS ST SW ATLANTA 30313	FULTON	10788613	YES

- Locate the two records you want to merge.
- For this example we are going to merge 'Terry Jones'
- Go to Activities > Duplicate Voter — Search by Voter # Registration — Insert the two reg numbers and click 'SEARCH'

Activities > Duplicate Voter

Search - Duplicate Voter

Search Type

☐ County
 ☒ Statewide

Search Criteria

Voter Registration #

Voter Identifiers

Driver's License No./State ID :

SSN (Full OR Last 4 Digits):

Voter Registration #1:

Voter Registration #2:

Voter Name

Last Name :

First Name :

Date of Birth :

Search

Reset

Activities

Duplicate Voter

Activities > Duplicate Voter > Select Voter > Compare - Duplicate Voter

Compare - Duplicate Voter		Search Criteria: R	
Original Voter		Duplicate Voter	
Status:	ACTIVE	Status:	ACTIVE
Status Reason:		Status Reason:	
Last Name:	JONES	Last Name:	JONES
First Name:	TERRY	First Name:	TERRY
Middle Name:		Middle Name:	
Suffix:		Suffix:	
Date of Birth:	1964	Date of Birth:	1964
Race:	BLACK NOT OF HISPANIC ORIGIN	Race:	BLACK NOT OF HISPANIC ORIGIN
Gender:	MALE	Gender:	MALE
Residence Address:	316 PETERS ST SW, ATLANTA 30313	Residence Address:	316 PETERS ST SW, ATLANTA 30313
County:	FULTON	County:	FULTON
Voter Registration #:	04328045	Voter Registration #:	10738613
DL/State ID:		DL/State ID:	
SSN (Full OR Last 4 Digits):		SSN (Full OR Last 4 Digits):	
Registration Date:	08/15/2014	Registration Date:	06/09/2016
Phone Number:		Phone Number:	4045773409

Once you have compared the two records, click 'MERGE'

Activities > Duplicate Voter > Select Voter > Compare - Duplicate Voter

Compare - Duplicate Voter		Search Criteria: Reg. Number, Statewide	
Original Voter		Duplicate Voter	
Status:	ACTIVE	Status:	CANCELLED
Status Reason:		Status Reason:	DUP
Last Name:	JONES	Last Name:	JONES
First Name:	TERRY	First Name:	TERRY
Middle Name:		Middle Name:	

Newer record now has
"Cancelled Dup" status

All of the information contained on both records under the Previous Name, Address, and Status History; Audit History; Correspondence History; and Reject and Cancelled History tabs will be combined together on the remaining record.

If the identifying information about the voter is different, the system is programmed to retain the information for the most recent record. This includes:

- Name
- DOB
- Race
- Address
- DL
- SSN

The record with the new registration number will be moved to a **Cancelled Duplicate** status. The record with the older registration number will retain the most recent status for that voter. And will also retain the older registration number.

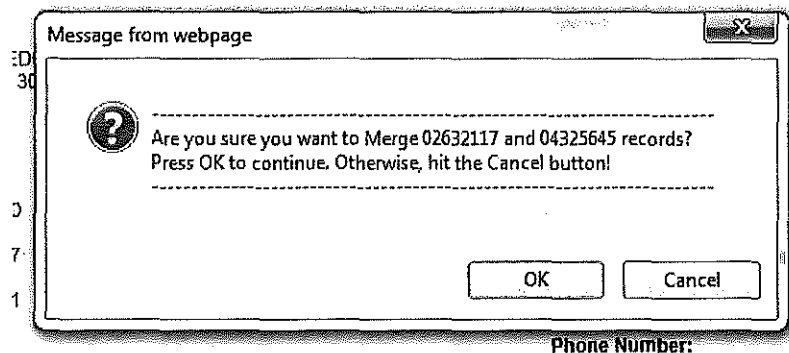
If you two records were merged in error, you can unmerged the two records by going to Activities > Unmerge Voter. There are limitations to unmerging a voter so its best to do thorough research when merging two records together.

Activities

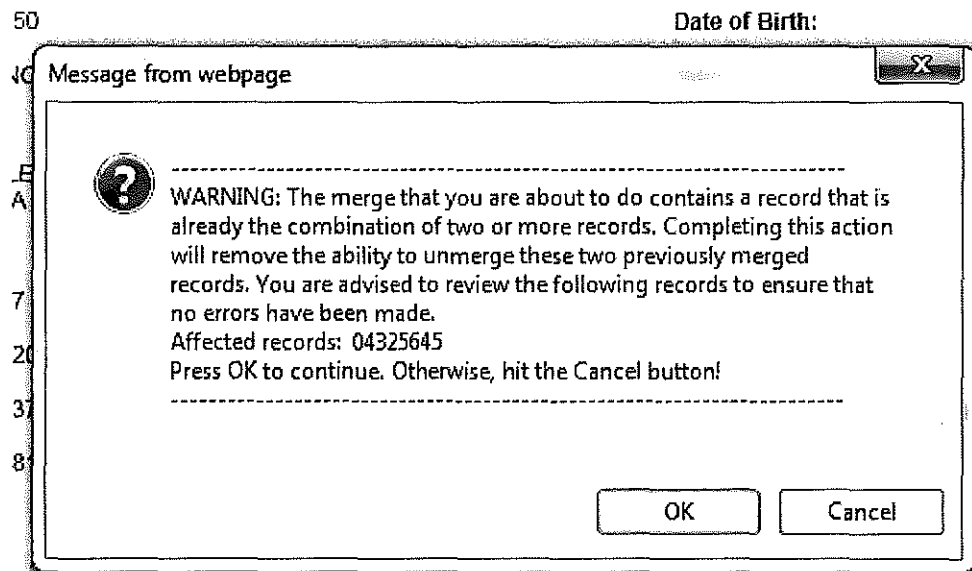
Duplicate Voter

Limitations to Unmerging a Voter

The system will currently only allow one level of unmerge. For example, if you merge records A and B, you would then have record AB. If another record was found and believed to be the same voter, record C, it could also be merged with record AB. You would then have record ABC. The system would allow you to unmerge records AB and C. However, now that another merge has taken place after A and B were merged, the registrar has lost the ability to unmerge records A and B. You will get two warning messages. The first one will state:



The second warning message will state:



Best Practices

1. Before you complete a merge, take a screenshot of the compare screen. If you find out later that the two records were not duplicates, this will assist in the unmerge process.
2. If you will be merging two records and the merge will result in a voter no longer being registered in another county, reach out to the county that you will be removing a voter from. This way you can make sure that this is in fact a duplicate record.

Date

Applicant's Name

Applicant's Address Line 1

Applicant's Address Line 2

Dear Applicant:

Your voter registration application has been rejected because you failed to meet the qualifications to register to vote in Georgia. The Constitution of the State of Georgia requires individuals to be United States citizens before they are eligible to register to vote. GA. CONST. Art. II § I ¶ II. State law requires individuals to be at least 17 ½ years of age to register and 18 years of age to vote, and satisfactory evidence of citizenship must be provided with each new voter registration application. O.C.G.A. § 21-2-216(g)(1).

To register, you must be will need to complete the enclosed application with all required information (race, gender, and telephone number are optional) or register through the Secretary of State Elections Division's Website at <https://registertovote.sos.ga.gov>. You may also access Online Voter Registration by downloading the GA Votes App.



For Android

If you have any questions, please contact our office.



For Apple

County Contact Information

Sincerely,

County Contact Name

Contact Title

NOACT 2GE

No Activity for 2 General Elections

O.C.G.A. §21-2-235 (b)

Inactive list of electors

b) An elector placed on the inactive list of electors shall remain on such list until the day after the second November general election held after the elector is placed on the inactive list of electors. If the elector makes no contact, as defined in Code Section 21-2-234, during that period, the elector shall be removed from the inactive list of electors.

- National Voter Registration Act (NVRA) provides for states to do voter registration list maintenance
- One of the list maintenance activities is referred to in Georgia as No Activity for 2 General Elections (NOACT 2GE)
- Voter who have had no contact with the registrars for three years are mailed confirmation notices
- If these voters do not respond within 40 days they are moved to Inactive status
- After two general federal elections (even years) these voters are moved to Cancelled status