



2018 Voter Registration Kit



Hosting a Voter Registration Drive Event

Step 1: LET'S GET READY FOR ACTION! Pick a date and time for your voter registration drive event. If approval is required for this type of event, seek that first. You might have one event during a specified date and time, a series of events, or collect voter registration forms until the last day to register, October 9th, 2018. You know your agency and what type of event would be most safe and effective. If your agency wants to host a voter registration drive event, it is recommended to have at least 4 volunteers or staff committed to event coordination.

Step 2: TEAM WORK MAKES THE DREAM WORK! After approval from your organizational leadership, inform other staff and participants at your agency of the event and encourage them to participate! If you are an Executive Director, you can encourage participation with this event by providing organizational goals to help foster participation or use [National Voter Registration Day](#) to help your efforts. You can announce the voter registration drive during a residents meeting, staff meeting, or by email. Remember, the key thing is to communicate the importance of voting and how empowering it can be for people to exercise their right to vote! For a sample email, click [here](#).

Step 3: PROMOTION! Create visibility for the drive within your agency. Place promotional posters or flyers in high-traffic areas, such as the main lobby, common or resource rooms, elevators, and employee break rooms. We encourage you to express how voting can uplift the voice of survivors and make profound changes in our communities in your promotion efforts. Provide emails and reminders of the event! ACESDV staff can send you examples or templates of promotional materials.

Step 4: DRIVE TIME! Set up a table or booth in a central location during hours and in an area convenient for staff and participants. While one or two people may primarily staff the table, consider rotating in other staff for short shifts. You can make the booth festive and appealing by using balloons, bunting, or other decorations. You may want to provide treats or giveaways to make the booth or table inviting. ACESDV can help assist in this effort! Some things you will need for the event:

- Voter registration forms
- Clipboards
- Pens
- Envelope or box for completed forms



- Table
- Poster/banner/sign designated for voter registration
- Voter registration swag (stickers, buttons, provided in the toolkit)
- Laptop for online registration if available
- Voter pledge cards

Step 5: DROP OFF! The most important thing after hosting the drive is to make sure the forms get to the County Recorder's Office promptly for processing by mail, drop off, or online registration. If ACESDV is a part of your event, we can help with this step!

Deadline for dropping off forms **in-person: October 9th, 2018**

Deadline for **mailing** forms: **October 5th, 2018**. You will find addresses below:

Apache County Recorder Physical: 75 West Cleveland Mailing: PO Box 425 St. Johns, Arizona 85936	Cochise County Recorder 1415 Melody Lane, Bldg. B Bisbee, Arizona 85603	Coconino County Recorder 110 East Cherry Avenue Flagstaff, Arizona 86001
Gila County Recorder 1400 East Ash Street Globe, Arizona 85501	Graham County Recorder Physical: 921 Thatcher Boulevard (zip: 85546) Mailing: PO Box 747 Safford, Arizona 85548	Greenlee County Recorder Physical: 253 5th Street Mailing: PO Box 1625 Clifton, Arizona 85533
La Paz County Recorder 1112 Joshua Avenue, Ste. 201 Parker, Arizona 85344	Maricopa County Recorder 111 South 3rd Avenue, #103 Phoenix, Arizona 85003	Mohave County Recorder Physical: 700 West Beale Street (zip: 86401) Mailing: PO Box 7000 Kingman, Arizona 86402
Navajo County Recorder Physical: 100 East Code Talkers Drive/South Hwy 77 Mailing: PO Box 668 Holbrook, Arizona 86025	Pima County Recorder Physical: 240 N Stone Ave, Tucson, Arizona 85701 Mailing: PO Box 3145, Tucson, Arizona 85702	Pinal County Recorder 31 North Pinal Street, Bldg. E Florence, Arizona 85132
Santa Cruz County Recorder 2150 North Congress Drive Nogales, Arizona 85621	Yavapai County Recorder 1015 Fair Street, Room # 228 Prescott, Arizona 86305	Yuma County Recorder 410 South Maiden Lane, #B Yuma, Arizona 85364



STEP 6: Now, it's time to VOTE! The Arizona General Election Early voting is from October 10, 2018 to November 5th, 2018 with Election Day on Tuesday, November, 6th 2018.

Ways to Register To Vote

- **Online** – If you have an Arizona Driver's License and/or an Arizona non-operating I.D. card issued by the Motor Vehicle Division (MVD) you may register to vote through [Service Arizona EZ Voter Registration](#) and follow the following steps:
 1. Log on to [Service Arizona](#)
 2. Select your language preference, then click "Begin/Update Voter Registration"
 3. Verify your voter eligibility
 4. Enter your information in the required fields
 5. Verify address information
 6. You can now select your party preference
- If you are having trouble logging in to the Service Arizona website, you can print off a [Voter Registration Form](#) (PDF) and mail the completed form to your county recorder's office.
- **By Mail** – You can either [print off a form online](#) (PDF) or request that a registration form is mailed to you from your [County Recorder](#). After completing the voter registration form, mail it to your county recorder's office.
- **In Person** – You may visit your [County Recorder's office](#) and fill out a registration form in person.

Address Confidentiality

- **Address Confidentiality Program**- Arizona's Address Confidentiality Program (ACP) allows survivors of sexual assault, domestic violence, and stalking to use an alternative address other than their home to keep their location confidential. Survivors who utilize this program can also be registered to vote through it and keep their voter information protected. For more information about program eligibility [here](#).



- If the voter registration participant is an ACP member, they should **ONLY** register to vote through the [ACP process](#).
- ACP protected voters can participate in national, state, and local elections without endangering the confidentiality of their real address.
- By registering as an ACP protected voter, this ensures the voter registration participant's real address will not appear on any registered voter lists that may be made public.
- If the voter registration participant resides in a shelter and they are not part of ACP, ACESDV can provide assistance in regards to the confidentiality of voter registration and work with you to ensure the participant's address is concealed.

Voter Registration Cards

- After the participant has successfully registered to vote, they will receive a voter registration card in the mail within 4 to 6 weeks from the county recorder's office.
- It is important to verify that the information on the voter registration card is correct. Please contact the county recorder's office with any questions or to request a replacement voter registration card.
- Voter registration cards may be used as a form of ID at the polls.

How to Vote

Voting in Person

- *Vote Early in Person*- Voters may vote early in person at their county recorder's office or at any early voting site in their county. Please contact your county recorder's office at the list provided for more information.
- *Vote at the Polls on Election Day*- In some counties, voters must go to their assigned polling place on Election Day. In other counties, the use of vote centers allows voters to cast a ballot at any center. To find your voting location and Identification required at the polls, click [here](#). All voting locations will be open from 6:00 a.m. to 7:00 p.m. on Election Day.



Voting by Mail and Arizona's Permit Early Voting List

- *The Permanent Early Voting List (PEVL)* enables voters to automatically receive an early ballot in the mail for each election for which they are eligible to vote.
- All voters on the PEVL receive their early ballot by mail approximately 27 days prior to any election in which they are eligible to vote.
- The deadline to mail back your PEVL ballot is 6 days before the Election Day.
- All voted early ballots must be received to the county recorder office, or other designated office in charge of elections, or deposited at any Ballot Center in the county no later than 7:00 p.m. on Election Day.

People with Disabilities

- *The Help America Vote Act (HAVA)* requires every polling place to be accessible and have available (and set up for use) accessible voting equipment that may be used by any voter. Additional assistance may be available, such as curbside voting, braille and large print ballots. Voters should contact their County Elections Office for additional information.

Alternative Formats & Language

- *The Voting Rights Act (VRA)* requires that materials of information relating to the electoral process, including ballots, shall provide them in the language of the applicable minority group as well as in the English language." For more information, please contact the United States Department of Justice Civil Rights Division, Voting Section at 800-253-3931 or voting.section@usdoj.gov.

Contact and Resource List

To contact your County Recorder, Click [here](#).

To contact the Address Confidentiality program, click [here](#).

Voter registration in [Video English](#) and [Video Spanish](#)

Primary Voting Checklist, Maricopa County, click [here](#).



Voter registration drives in Arizona, click [here](#).

Tips on asking individuals to register to vote, click [here](#).