

THE DEMOCRATIC PARTY OF VIRGINIA
VOTER PROTECTION COUNCIL
VOTER REGISTRATION GUIDELINES



Note: Virginia Law requires training and registration for individuals and groups obtaining 25 or more applications from the Department of Elections or their local registrar. At least one individual from that group or organization must take the training. The registration and training module is at www.sbe.virginia.gov/.

Who is eligible to register to vote in Virginia?

In order to be eligible to register to vote:

- You must be a United States citizen.
- You must be a resident of Virginia.
- You must be 18 or older on Election Day. If you are 17 years old, but will be 18 by the time of the general election, you will be allowed to register in advance.
- You must not currently be declared mentally incompetent by a court of law.
- If you've been convicted of a felony, your right to vote must have been restored

Voter Registration Dos:

- Introduce yourself and the organization you represent.
- Explain the qualifications to vote in Virginia and whether you will be delivering the completed application for the applicant.
- Only register eligible Virginia voters, or those whose registration information is not up to date.
 - If they are uncertain of the registration status, they can check it at <https://www.vote.virginia.gov>.
- Complete and provide applicants a receipt if offering to deliver a completed application to the appropriate registrar.
- Ensure completed applications are delivered to the appropriate local voter registration office or to SBE **within 10 days of the signature date or by 5:00pm**

the day of the next election's registration deadline, whichever is sooner. If you fail to meet this requirement, you will be eligible for criminal penalties.

- Provide the Registrar with an alphabetical listing of all voter registration applications delivered after the drive.
- Be Aware of and Communicate "New" Voter Identification Requirements to Applicants
 - Inform those you register about the photo identification requirements.
- Instruct volunteers that all voter registration applications must be **completed neatly, accurately and in their entirety.**
 - Incomplete applications may be rejected by the local registrar's office. ALL REQUIRED FIELDS MUST BE COMPLETED.
- The assistant must be identified if he/she provides assistance to the applicant by signing the application (per signature line on the application) for an individual that is unable to sign due to physical disability.

Voter Registration Don'ts:

- Drives must not intentionally solicit multiple applications from any one person or seek to re-register a voter whose registration information is current.
- Do not complete or accept applications for anyone that you know is not eligible to vote.
- Do not destroy, make changes to, or alter in any way a completed voter registration application.
- Do not pre-populate the registration blanks with information, and unless the individual is physically disabled you must not sign the application.
- Voter registration is a public accommodation like a bus or restaurant: You cannot discriminate illegally. You cannot refuse to register someone for reasons such as their party affiliation.
- Must not misuse personal information contained on the registration application.
- Must not bribe, threaten, coerce, intimidate, etc. voters into registering to vote.
- **Do not write or attach anything to the voter registration application related to candidates or ballot measures.**

Information is from the Department of Elections Guidelines for Conducting Voter Registration Drives.

Paid for by the Democratic Party of Virginia, www.vademocrats.org, not authorized by any candidate or candidate's committee.