

# TIPS TO REGISTER ELIGIBLE VOTERS

## How to Plan a Voter Registration Drive

### BEFORE

1. Confirm your venue, date and timeframe with the business management.
2. Pick up your applications (available in different languages) from any of our Office of the Elections Administrator locations based on the projected attendance.
3. If there are multiple VDVRs participating, nominate who will be in charge of turning in the applications.
4. Bring your Harris County Certificate of Appointment, clipboard and pens (blue/black ink) to the event.
5. Prepare a folder for completed applications to keep it secured.

### DURING

1. Find out if the applicant is a Harris County resident to determine which application is needed.
2. Ask if the applicant is at least 17 years and 10 months of age.
3. Go through each application to ensure it is legible and all the required information is completed.
4. Collect all completed VDVR “long form” applications and organize them based on individual VDVR numbers.
5. Be safe and aware of your surroundings at all times.

### AFTER

1. Go through all of the materials and make sure no forms/applications were left behind at the event.
2. Return completed forms at either for the 10 Office of the Election Administrator locations within 5 calendar days unless it is the last day to register to vote for the next upcoming election.
3. The designated VDVR should collect all the receipts and distribute them to each VDVR that participated at the event.



### Use your community network to register voters

- Family/Friends
- Faith-based organizations
- Community centers/Civic clubs/Schools/Libraries
- Apartment complexes
- Adult senior living facilities

### Volunteer with us



Connect with the coordinator in your area by using our Outreach Map.



# IMPORTANT INFO

## 2023 IMPORTANT DATES

### MAY 6 - UNIFORM ELECTION

- Last Day to Register to Vote -- April 6
- First Day of Early Voting by Personal Appearance -- April 24
- Last Day to Apply for a Ballot by Mail -- April 25
- Last Day of Early Voting by Personal Appearance -- May 2
- Election Day // Last Day to Receive a Ballot by Mail -- May 6

### NOVEMBER 7 - UNIFORM ELECTION

- Last Day to Register to Vote -- October 10
- First Day of Early Voting by Personal Appearance -- October 23
- Last Day to Apply for a Ballot by Mail -- October 27
- Last Day of Early Voting by Personal Appearance -- November 3
- Election Day // Last Day to Receive a Ballot by Mail -- November 7

**FOR QUESTIONS ABOUT BALLOT BY MAIL, EARLY VOTING, POLLING LOCATIONS, OR ELECTION RESULTS, PLEASE CONTACT THE ELECTIONS OFFICE AT 713-755-6965 OR VISIT [WWW.HARRISVOTES.COM](http://WWW.HARRISVOTES.COM)**

To be eligible to vote, a person must be registered 30 days before Election Day. When you receive a completed application after the 34th day and before the 29th day before the date of any election in the county, you must deliver the application to the county office of the Elections Administrator no later than 5 p.m. of the 29th day before Election Day. If the 29th day falls on a Saturday or Sunday or on a legal state or national holiday, the deadline for delivering the applications is extended to 5 p.m. of the next regular business day.

#### **DELIVERY OF APPLICATIONS (TEXAS VOLUNTEER DEPUTY REGISTRAR GUIDE)**

Do NOT mail completed registration applications you have collected. You must deliver completed registration applications IN PERSON to the voter registrar no later than 4:30 p.m. on the 5th day after the date you receive them.

**FAILURE TO DELIVER AN APPLICATION IN A TIMELY MANNER IS A CRIMINAL OFFENSE.**

## DROP-OFF LOCATIONS

**MAIN LOCATION**  
1001 Preston St.  
Houston, TX 77002

**WEST SIDE**  
16715 Clay Rd.  
Houston, TX 77084

**SPRING BRANCH**  
1721 Pech Rd.  
Houston, TX 77055

**SOUTHEAST**  
101 S. Richey, Suite E  
Houston, TX 77506

**SOUTH SIDE**  
5300 Griggs Rd.  
Houston, TX 77021

**BELLAIRE**  
6000 Chimney Rock Road  
Houston, TX 77081

**NORTHWEST**  
11525 Todd Street  
Houston, TX 77055

**EAST SIDE**  
14350 Wallisville Rd.  
Houston, TX 77049

**NORTH SIDE**  
7300 N. Shepherd Dr.  
Houston, TX 77091

**EAST DOWNTOWN**  
1001 Sgt. Macario Garcia  
Houston, TX 77011

# Texas Voter Registration Application

Prescribed by the Office of the Secretary of State VR17.2016E.14

For Official Use Only

**SAMPLE BALLOT**

Please complete sections by printing LEGIBLY. If you have any questions about how to fill out this application, please call the Harris County Elections Administrator's Office at 713-274-VOTE (8683) or the Secretary of State's Office toll free at 1-800-252-VOTE (8683) TDD 1-800-735-2989, www.sos.state.tx.us.

## 1 These Questions Must Be Completed Before Proceeding (Check one)

- New Application       Change of Address, Name, or Other Information       Request for a Replacement Card

Are you a United States Citizen?       Yes       No

Will you be 18 years of age on or before election day?       Yes       No

**If you checked 'No' in response to either of the above, do not complete this form.**

Are you interested in serving as an election worker?       Yes       No

<b>2</b> Last Name Include Suffix if any (Jr, Sr, III) <i>Smith</i>	First Name <i>Jane</i>	Middle Name (If any) <i>C.</i>	Former Name (if any) <i>Doe</i>
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<b>3</b> Residence Address: Street Address and Apartment Number. If none, describe where you live. (Do not include P.O. Box, Rural Rt. or Business Address) <i>123 Main Street</i>	City <i>Houston</i>	TEXAS
	County <i>Harris</i>	Zip Code <i>77000</i>

<b>4</b> Mailing Address: Street Address and Apartment Number. (If mail cannot be delivered to your residence address.) <i>Same</i>	City	State
		Zip Code

**5** City and County of Former Residence in Texas      *Sugar Land - Fort Bend*

<b>6</b> Date of Birth: (mm/dd/yyyy) 12/12/1962	<b>7</b> Gender (Optional) <input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<b>8</b> Telephone Number (Optional) Include Area Code (713)222-0123
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**9** Texas Driver's License No. or Texas Personal I.D. No. (Issued by the Department of Public Safety)      If no Texas Driver's License or Personal Identification, give last 4 digits of your Social Security Number

12345678      XXX-XX-1234

I have not been issued a Texas Driver's License/Personal Identification Number or Social Security Number.

**10** I understand that giving false information to procure a voter registration is perjury, and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. Please read all three statements to affirm before signing.

- I am a resident of this county and a U.S. citizen;
- I have not been finally convicted of a felony, or if a felon, I have completed all of my punishment including any term of incarceration, parole, supervision, period of probation, or I have been pardoned; and
- I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote.

**X** *Jane C. Smith*

Date 3 / 01 / 23

**MUST BE SIGNED AND DATED**

Signature of Applicant or Agent and Relationship to Applicant or Printed Name of Applicant if Signed by Witness and Date.

064275 Deputy Number	Application must be delivered to Elections Administrator no later than 5 days after <i>Mary Long</i> Volunteer Deputy Signature	3/01/2023 Date
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Harris County Elections Administrator

APPLICANT'S RECEIPT

Receipt # \_\_\_\_\_

Applicant's Name: *Jane C. Smith*

Volunteer Deputy Number: <i>064275</i>
Volunteer Deputy Name: <i>Mary Long</i>
Volunteer Deputy Signature: <i>Mary Long</i> Date <i>3, 01, 23</i>

You should receive your voter registration certificate within 30 days. To check on the status of your voter registration application please call the Harris County Elections Administrator's Office at 713-274-VOTE (8683) or visit [www.HarrisVotes.com](http://www.HarrisVotes.com).

REQUIRED

REQUIRED



# Solicitud de registro electoral en Texas

Por orden de la Secretaría de Estado

VR17.20158.13

Exclusivo para uso oficial

## SAMPLE BALLOT

Por favor, completar las secciones con letra de molde LEGIBLE. Si tiene preguntas sobre cómo llenar esta solicitud, por favor llame a la Oficina del Registrador de Votantes del Condado de Harris al 713-274-VOTE (8683), TDD 1-800-735-2989, [www.sos.state.tx.us](http://www.sos.state.tx.us).

### 1 Debe contestar estas preguntas antes de proseguir (Marque un recuadro)

Nueva solicitud     Cambio de domicilio, nombre y/o otra información     Reemplazo de tarjeta

¿Es usted ciudadano de los Estados Unidos?     Sí     No

¿Tendrá 18 años cumplidos antes o el día de la elección?     Sí     No

Si marcó 'No' como respuesta a cualquiera de las preguntas anteriores no llene esta solicitud.

¿Tiene interés en participar como trabajador electoral?     Sí     No

2 Apellido Incluir sufijo si lo hay (Jr, Sr, III) <i>Smith</i>	Primer nombre <i>Jane</i>	Segundo nombre (si aplica) <i>C.</i>	Nombre anterior (si aplica) <i>Doe</i>
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3 Domicilio residencial: Número y calle, y número de apartamento o interior. Si no existe un domicilio, describa donde vive (no incluya apartados postales, rutas rurales o dirección del trabajo). <i>123 Main Street</i>	Ciudad <i>Houston</i>	TEXAS
	Condado <i>Harris</i>	Código postal <i>77000</i>

4 Dirección postal: Número y calle, y número de apartamento o interior (si no se puede entregar el correo en su domicilio residencial). <i>Same</i>	Ciudad	Estado
		Código postal

5 Ciudad y condado de antigua residencia en Texas *Sugar Land - Fort Bend*

6 Fecha de nacimiento: (mm/dd/aaaa) 12 / 12 / 1962	7 Sexo (Optativo) <input type="checkbox"/> Masculino <input checked="" type="checkbox"/> Femenino	8 Teléfono (Optativo) Incluya código de área (713) 222-0123
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9 No. de licencia de conducir de Texas o no. de identificación personal de Texas (Expedido por el Departamento de Seguridad Pública).  
1 2 3 4 5 6 7 8

Si no tiene licencia de conducir de Texas o no. de identificación personal, proporcione los 4 últimos dígitos de su número de Seguro Social.  
XXX-XX- 1 2 3 4

No tengo licencia de conducir de Texas/Número de Identidad Personal de Texas ni un número de Seguro Social.

10 Entiendo que el dar información falsa para obtener una tarjeta de registro electoral constituye un delito de perjurio bajo las leyes estatales y federales. La condena por este delito puede resultar en encarcelamiento de hasta un año de cárcel, una multa de hasta \$4,000, o ambas cosas. Por favor lea cada una de las tres declaraciones antes de firmar.

- Soy residente de este condado y ciudadano de los Estados Unidos;
- No he sido condenado por un delito grave, o en caso de ser delincuente, he purgado mi pena por completo, incluyendo cualquier plazo de encarcelamiento, libertad condicional, supervisión, período de prueba, o se me otorgó un indulto; y
- No se me ha declarado, total o parcialmente, como discapacitado mental sin derecho a 1 voto, por el fallo final de un juzgado de sucesiones.

**X** *Jane C. Smith*

Fecha 3 / 01 / 23

**MUST BE SIGNED AND DATED**

Firma del solicitante o su agente (apoderado) y relación de éste con el solicitante, o nombre en letra de molde del solicitante si la firma es la de un testigo, y fecha.

### SÓLO PARA USO DE DIPUTADO VOLUNTARIO

064275 Número de Voluntario	<i>Mary Long</i> Firma de Diputado Voluntario	3/01/2023 Fecha
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Administradora de Elecciones del Condado de Harris

RECIBO PARA EL SOLICITANTE Recibo # \_\_\_\_\_

Nombre del Solicitante: *Jane C. Smith*

Número de Diputado Voluntario: *064275*

Nombre de Diputado Voluntario: *Mary Long*

Firma de Diputado Voluntario: *Mary Long*

Fecha *3 / 01 / 23*

Usted recibirá su certificado de registro de votante dentro de los 30 días. Para consultar el estado de su solicitud de registro de votante, por favor llame a la Oficina del Registrador de Votantes del Condado de Harris, 713-755.6965 o visite [www.HarrisVotes.com](http://www.HarrisVotes.com).

## Example: 1 (applicant unable to sign)

- 10** I understand that giving false information to procure a voter registration is perjury, and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. Please read all **three** statements to affirm before signing. **Mary Long**
- I am a resident of this county and a U.S. citizen; **Broken arm 123 Main St., Houston, TX 77000**
  - I have not been finally convicted of a felony, or if a felon, I have completed all of my punishment including any term of incarceration, parole, supervision, period of probation, or I have been pardoned; and
  - I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote.

**X** **X** *Mary Long* Date 3 / 01 / 23

Signature of Applicant or Agent and Relationship to Applicant or Printed Name of Applicant if Signed by Witness and Date.

### FOR VOLUNTEER DEPUTY USE ONLY

064275 Deputy Number	<i>Mary Long</i> Volunteer Deputy Signature	3/01/2023 Date
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Application must be delivered to Elections Administrator no later than 5 days after



Harris County Elections Administrator

### APPLICANT'S RECEIPT

Receipt # \_\_\_\_\_

Applicant's Name: *Jane C. Smith*

Volunteer Deputy Number: 064275
Volunteer Deputy Name: Mary Long
Volunteer Deputy Signature: <i>Mary Long</i> Date 3, 01, 23

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## Example: 2 (agent signature)

- 10** I understand that giving false information to procure a voter registration is perjury, and a crime under state and federal law. Conviction of this crime may result in imprisonment up to one year in jail, a fine up to \$4,000, or both. Please read all **three** statements to affirm before signing.
- I am a resident of this county and a U.S. citizen;
  - I have not been finally convicted of a felony, or if a felon, I have completed all of my punishment including any term of incarceration, parole, supervision, period of probation, or I have been pardoned; and
  - I have not been determined by a final judgment of a court exercising probate jurisdiction to be totally mentally incapacitated or partially mentally incapacitated without the right to vote.

**X** *Joe Smith (husband)* Date 3 / 01 / 23

Signature of Applicant or Agent and Relationship to Applicant or Printed Name of Applicant if Signed by Witness and Date.

### FOR VOLUNTEER DEPUTY USE ONLY

064275 Deputy Number	<i>Mary Long</i> Volunteer Deputy Signature	3/01/2023 Date
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Harris County Elections Administrator

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Volunteer Deputy Name: Mary Long
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