


DRAFT: Oregon Motor Voter Registration Manual

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Elections Division

DRAFT

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Icons

The following icons are used in this manual to emphasize information:



alert icon

indicates alert; warning; attention needed



info icon

indicates additional information



deadline icon

indicates a deadline



form icon

indicates a reference to a form



example icon

indicates a detailed example of a concept, process or form



search icon

indicates information located elsewhere



disability icon

indicates resources for voters with disabilities

Assistance

If you have any questions about the material covered in this manual or need further assistance, please contact:

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Introduction

During the 2015 Legislative Session, the Legislature passed HB 2177, also known as the Oregon Motor Voter Act. This new law shifts the process of voter registration through the Oregon Driver and Motor Vehicle Services Division (DMV) from an "opt-in" process, to an "opt-out" process.

When an individual qualified to register has specific interactions with DMV, certain information about that individual will be sent to the Secretary of State Elections Division (Elections Division), and the Elections Division will contact them by mail. The Elections Division will provide the individual 21 days to decline to register to vote as well as options for selecting a political party if desired. If they take no action, they will become a nonaffiliated registered voter (a registered voter who is not a member of a political party).

The purpose of this manual is to describe the new process for voter registration and voter updates through DMV. This process will increase voter access while complying with all state and federal laws, including the National Voter Registration Act (NVRA).

Initiating the Oregon Motor Voter Process

The "Oregon Motor Voter" process involves registering individuals to vote and updating voter registrations based on certain DMV interactions. As will be described in detail later in this manual, individuals will be given the opportunity to choose a political party or decline voter registration once the Oregon Motor Voter registration process begins. This section explains how a qualified individual participates in Oregon Motor Voter registration.

Qualifying Interactions with DMV

The Oregon Motor Voter registration process will begin when a qualified individual takes one of the following actions at DMV:

- 1) Applies for an original driver license, permit or identification (ID) card;
- 2) Renews a driver license, permit or ID card; or
- 3) Applies for a replacement driver license, permit or ID card.

Only those interactions will initiate the Oregon Motor Voter registration process. If you have a different interaction with DMV, such as registering a vehicle, that interaction will not initiate Oregon Motor Voter registration. Such an individual may register through Oregon Motor Voter if they later apply for an original, renewal, or replacement license, permit or ID card.



Because the information on these DMV applications will be used to determine voter qualifications, a false statement related to age, citizenship, or residence on any of the forms required to get an original, renewal or replacement license, permit or ID card is considered a false statement on an election form and can be pursued under ORS 260.715.

Voter Qualifications

Individuals who meet the following criteria are qualified for registration through the Oregon Motor Voter process:

- 1) United States Citizen;
- 2) At least 17 years old; and
- 3) An Oregon resident.

Only those individuals on file with DMV as U.S. Citizens will be registered through the Oregon Motor Voter process.

Who is not included?

Records of individuals who meet any of the following criteria will not be registered through the Oregon Motor Voter process:

- 1) Individuals who do not meet the voter qualifications outlined above (e.g. 16 year olds, permanent residents, etc.)
- 2) Anyone categorized by DMV as a "continuous traveler" (see Glossary on page 15 for definition)
- 3) Participants in the Address Confidentiality Program
- 4) Individuals or their family members who have received a personal safety exemption from DMV
- 5) Individuals who do not provide an electronic signature to DMV
- 6) Public employees or their family members who do not submit a residence address to DMV pursuant to ORS 802.250
- 7) Law enforcement officials who obtain license, permit or ID cards pursuant to OAR 735-062-0290

The fact that these individuals will not be moved through the Oregon Motor Voter process does not affect their ability to register to vote if they meet the voter qualifications (a U.S. Citizen, at least 17 years old, and an Oregon resident). To register, go to www.sos.oregon.gov/myvote or complete and return a paper voter registration card. A copy of a voter registration card is available in Appendix 4.



For assistance registering to vote or requesting accommodations contact the Elections Division at 1 866 673 VOTE (8683) or TTY: 1 800 735 2900 (for the hearing impaired).

For more information on the Address Confidentiality Program or personal safety exemptions, see the Public and Protected Records section on page 11, or contact your county elections office. Contact information for the county elections offices is available at sos.oregon.gov/county

Data Transfers from DMV to the Elections Division

DMV will transfer information to the Elections Division about qualified individuals who have applied for an original, renewal or replacement license, permit or ID card so that the Elections Division can use that information to initiate the Oregon Motor Voter registration process.

Data Will be Transferred Securely

The data security for the Oregon Motor Voter (OMV) system follows the confidentiality, integrity, and availability of information assets as established by the following:

- Oregon Statewide Enterprise Security Policies
- Statewide Information Security Standards
- Oregon Secretary of State Information Security Policies
- Oregon Consumer Theft Protection Act
- National Voter Registration Act (NVRA)

Electronic records provided by Oregon DMV for OMV are classified as Level 3 Restricted. These records sent to the Oregon Secretary of State for OMV will not include individuals who are part of the Oregon Department of Justice Confidentiality program, non-U.S. citizens, or other restriction attributes as established in this Rule. The data will also be managed by the Secretary of State per the information security policies while being transmitted, processed, and stored. These include, but are not limited to, encryption standards, acceptable use, database credential standards, network and server standards and procedures. Under Statewide and Secretary of State Information Security Policies, the exact security configurations and procedures are considered confidential and not available for public disclosure.

The security measures and standards applied to the Motor Voter System will be reviewed on a regular basis to ensure continued adherence to IT security best practices.

Contents of DMV Files

The file from DMV will include the following information about each individual who had a qualifying interaction with DMV:

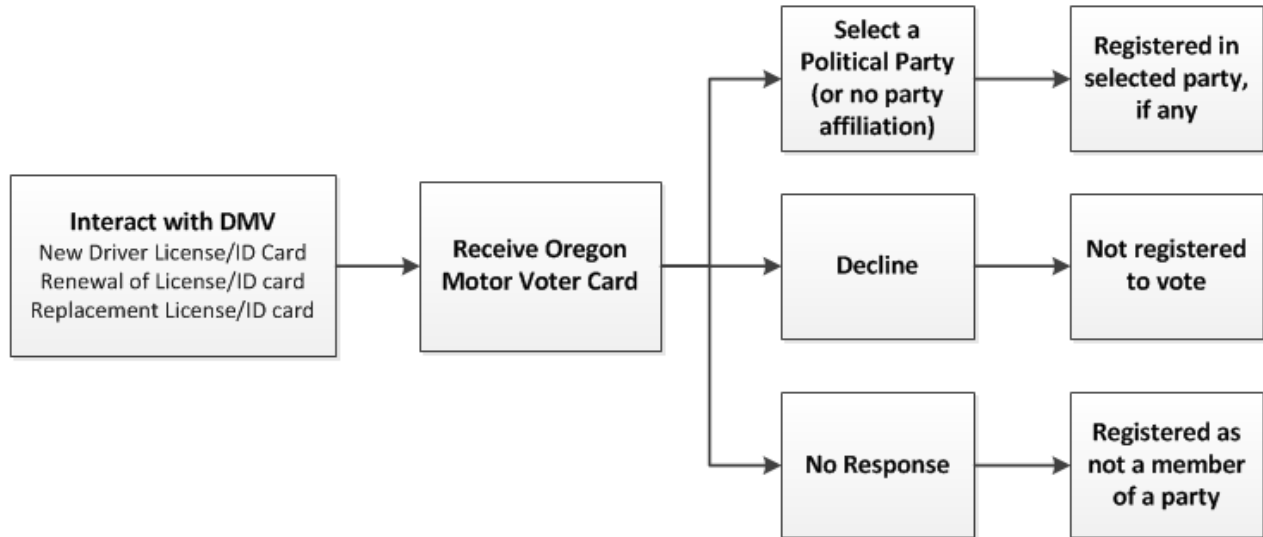
- Full Name
- U.S. Citizenship Status
- Date of Birth (by which the Elections Division will calculate the individual's age)
- Residence Address
- Mailing Address (if any)
- Electronic Signature
- Date of DMV interaction
- Type of DMV interaction

The DMV file sent to the Elections Division will not include individuals or their family members who have received a personal safety exemption from DMV, public employees or their family members who do not submit a residence address to DMV pursuant to ORS 802.250 or law enforcement officials who obtain license/ID cards pursuant to OAR 735-062-0290.

Timing of DMV Data Transfers

DMV will transfer the file described above to the Elections Division each weekday. Data about qualifying interactions with DMV will be transferred no more than five days after the DMV interaction.

Registration through Oregon Motor Voter Process



This section describes how a qualified individual is registered to vote under the Oregon Motor Voter process. A qualified individual will have 21 days to either choose a political party or decline voter registration. Any individual who does not decline will be registered to vote. The process is described in detail below.

Elections Division File Processing

When the Elections Division receives the data file from DMV, it will compare the individuals listed in the DMV file with the individuals who have registration records in the Oregon Centralized Voter Registration system (OCVR). The purpose of these comparisons is to identify individuals who are eligible, but who have not already registered to vote or who have declined Oregon Motor Voter registration.

OMV cards will only be sent to individuals who do not already have a voter record in OCVR, or whose voter record in OCVR has been cancelled for one of the following reasons:

- Individuals who were cancelled in OCVR because they had moved out of state, if the individual has returned to the state and had a qualifying interaction with DMV.
- Individuals who were cancelled in OCVR because they have had no activity for two consecutive federal (presidential) elections.



For information about registration updates using DMV data, see Registration Updates through Oregon Motor Voter Process on page 6.

Individuals who are cancelled for other reasons, including individuals who requested to have their registration cancelled, will not initiate the Oregon Motor Voter process.

Issuing Oregon Motor Voter Card

Once the Elections Division has identified individuals who may participate in Oregon Motor Voter registration (individuals who do not have qualifying voter records in OCVR and who have not declined), the Elections Division will send an Oregon Motor Voter (OMV) card to each qualified individual. The OMV card will be sent by non-forwardable mail to the mailing address (if any) or residence address provided during the qualifying interaction with DMV.

If the OMV card is returned as undeliverable before the 21 day deadline, the individual will not be registered through the Oregon Motor Voter process. If the OMV card is received as undeliverable after the 21 day deadline, the card will be forwarded to the county elections office to cancel the voter record.

The OMV card will include return postage for anyone wishing to return the OMV card.



To see the Oregon Motor Voter Card Requirements, refer to Appendix 1.

The OMV card will give an individual an opportunity to select a political party (or no political party) or to decline to be registered. A completed OMV card must include:

- The individual's valid Oregon driver license, permit or ID card number (ODL)
- The individual's signature

The ODL and signature will be verified by the Elections Division to ensure that the individual returning the card is the individual to whom it was issued.



Only completed and verified OMV cards will be processed. See Party Selection Process on page 8 or Declination Process on page 9 for information about curing errors on OMV cards. For example, an individual may not select a political party with an incomplete card or may not decline registration with an incomplete card. See Instructions for Completing the OMV card on page 12 for more information.

An individual has 21 days to return the card. The first day for the purposes of the 21 day clock is the day after the OMV card is mailed.



Each card will have a printed deadline for the individual to return the card which will be 21 days after the day the card is mailed. If the 21 day deadline falls on a weekend or holiday, the deadline will roll to the next business day.

If no response is received, the individual's effective registration date will be the 22nd day after the day the card is mailed. Because the individual did not provide a completed card with a political party selection, the individual will be registered as nonaffiliated (not a member of any party).



If an OMV card is mailed on January 4, 2016, the deadline printed on the card will be January 25, 2016. The effective registration date of the individual, if no response is received, would be January 26, 2016.

If no response is received and 21 days have passed, the Elections Division will again compare the list of individuals who received the OMV card against OCVR and remove any individual who has registered to vote through another process since the OMV card was issued. The Elections Division will then send the records to the appropriate county elections offices for registration.

The records will be sent to the county elections offices electronically and securely. Each county will receive voter registrations submitted through the Oregon Motor Voter process with residence addresses within their respective county. As with the DMV data file, all data transfers will comply with Department of Administrative Services, DMV, and Secretary of State information security policies. The Elections Division will also send the counties OMV cards used to affiliate with a political party.

Each county elections office will check the new Oregon Motor Voter registrants against OCVR a final time to ensure no duplicate records are created and that the record meets all the voter registration requirements. They will then register the individual effective on the 22nd day after the card was mailed.

The county election office will mail each new voter registered through the Oregon Motor Voter process a voter notification card, which is generated automatically through OCVR for all new registrants. The card will contain the name, address, precinct and political party of the individual. The voter notification card is sent by non-forwardable mail.

Party Selection Process

Each individual who receives an OMV card has the opportunity to join a political party. If an individual wishes to register through the Oregon Motor Voter process and not be a member of a political party, they can choose not to return the OMV card, or they can return the card with "not a member of a party" selected.


 For information about Oregon's political parties, go to [insert unique direct URL]

When the individual completes and returns the OMV card to the Elections Division with a party selected (OMV Party Response Card) by the deadline (21st day after the OMV card is mailed), the registration is complete. The initial DMV interaction (original, renewal or replacement license, permit or ID card application) and completed OMV card constitute a completed voter registration.


The Elections Division will electronically transfer the unprocessed record to OCVR with the party assignment. The Elections Division will then send the OMV Party Response Card to the appropriate county elections office. The county elections office will process the record ensuring that it is not a duplicate record and verifying that all the registration requirements are met. The county will then register the voter.

The registration is effective the date the completed OMV Party Response Card is received by the Elections Division, or, for the purpose of meeting the voter registration deadline, the date it is postmarked (ORS 247.025(2)). The record for that individual will be securely transferred to the county elections office and the individual will be registered by the county elections office as a member of whichever political party they chose (or as not a member of a party, if that is the designation).


If a completed OMV Party Response Card is received after the 21 day deadline, the individual will initially be registered as nonaffiliated. The late OMV Party Response Card will be sent to the appropriate county elections office and treated as a request to update the individual's voter registration. The update will be effective the date the OMV party selection card is received, or for the purpose of meeting the voter registration deadline for a primary election, the date it is postmarked.

 To meet the Oregon Motor Voter 21 day deadline, the OMV card must be *received* by the 21st day after the card is mailed to the individual. Pursuant to ORS 247.025(2), to meet the Oregon Constitution's 21 day voter registration deadline to vote in an election, the effective registration date will be the day the card is *postmarked*.

If the OMV Party Response Card does not contain all the required information, or the Elections Division is otherwise unable to verify that it was submitted by the individual it was issued to, the Elections Division will send a notice to the individual. Unless a sufficient response is received before the 21 day deadline, the individual will be registered as nonaffiliated.

 For detailed instructions on completing the OMV card, refer to Instructions for Completing the OMV Card on page 12.

Once an individual is registered to vote, they can change their party at any time. However, to vote in a closed Primary, an individual must be registered as a member of a major political party by the 21st day before the election.

 A qualified individual who wishes to register to vote or join a political party can always do so outside the Oregon Motor Voter process by submitting a completed voter registration card, or by going to OregonVotes.gov and utilizing MyVote.

A voter may change party affiliation at any time, and so the follow-up notice to any voter who submits an incomplete or unverified OMV card regarding party selection will not have a deadline to respond. Instead, the letter will explain that there was a deficiency in the OMV Party Response Card returned to the Elections Division, and it will provide instructions for joining a political party. If a voter updates their political party online or by filling out a voter registration card, that will be treated as a registration update and their party will be changed from nonaffiliated to whatever party they select.



To see an example of a follow-up notice about a deficient OMV Party Response Card, refer to Appendix 2.

Declination Process

Any qualified individual who does not wish to be registered to vote may decline to register by completing the declination portion of the OMV card (OMV Decline Response Card). The Elections Division will verify the information on the OMV Decline Response Card, including the ODL and signature, to confirm that it was submitted by the individual to whom it was issued.

If a completed and verified OMV Decline Response Card is received by the 21 day deadline, the individual will not be registered to vote unless they take affirmative action to do so. An individual who has declined registration will not receive future OMV cards.



An individual applies for a new license at DMV. A few days later, they receive an OMV card, fill it out completely with the declination box checked and return it before the deadline on the card. That individual is not registered to vote. If they apply to have their license replaced or renewed in the future, they will not receive an OMV card and will not be registered through OMV. If they change their mind and want to register to vote, they can complete and return a voter registration card or register online at OregonVotes.gov.

To decline registration through the Oregon Motor Voter process, an individual must return the completed OMV card with the declination option selected. An individual cannot decline by phone, email, or any other method other than the OMV card.



If you lose your OMV card and want to decline OMV registration, contact the Elections Division for a replacement.

The completed OMV Decline Response Card must be received by the deadline printed on the OMV card (21 days after the OMV card is mailed). If an OMV Decline Response Card is not received by the deadline, the individual's registration is complete, and the individual will be registered to vote as not affiliated with a political party. If an OMV Decline Response Card is received after the deadline, it will be sent to the appropriate county elections office and processed as a request to cancel the individual's voter registration.



The OMV Decline Response Card must be received by the 21st day after the card is mailed (the deadline printed on the OMV card) to decline registration through the Oregon Motor Voter Registration Process. If the 21st day is on a weekend or holiday, the deadline will fall to the next business day.

If the OMV Decline Response Card does not contain all the required information, or the Elections Division is otherwise unable to verify that it was submitted by the individual it was issued to, the Elections Division will send a follow-up notice to the individual.



For detailed instructions on completing the OMV card, refer to Instructions for Completing the OMV Card on page 12.

The follow-up notice will explain why the OMV Decline Response Card was not sufficient and provide instructions for curing the error. If 21 days have passed from the day the card was mailed, the individual will be registered as nonaffiliated until a sufficient response is received. If an individual is able to re-submit the OMV Decline Response Card before the 21 day deadline to cure the error in the card, they will not be registered. Any OMV Decline Response Card received after the deadline will be treated as a request to cancel the person's voter registration, and there is no deadline to request to cancel an individual's registration.



To see an example of a follow-up notice about a deficient OMV Decline Response Card, refer to Appendix 3.

Registration Updates through Oregon Motor Voter

DMV data submitted to the Elections Division pursuant to Oregon Motor Voter will be used to update voter registration for existing voters to ensure that voter records are accurate and up to date. This section describes the types of updates that will occur through the Oregon Motor Voter process. All qualified individuals registered to vote are recorded in OCVR.

Updating Information for Active Voters

When an individual has a qualifying interaction with DMV (original, renewal or replacement license, permit or ID card), the information from that interaction will be compared to the information in OCVR to see if the individual has an existing voter record. If the individual is an active registered voter, and the DMV record has more current information than the voter record (e.g. new residence or mailing address), the Elections Division will securely transfer the record to the appropriate county elections office. The county elections office will determine whether to use the information in the DMV record to update the individual's voter registration record to ensure that the information in the record is current and accurate.

If a change is made to a voter registration record, the individual will receive a voter notification card alerting them of the change.

Updating Information for Inactive Voters

When an individual has a qualifying interaction with DMV (original, renewal or replacement license, permit or ID card), the information from that interaction will be compared to the information in OCVR to see if the individual has an existing voter record. If the individual has a record that is in inactive status and the DMV record has more current information than the voter record, the Elections Division will securely transfer the record to the appropriate county elections office. The county elections office will determine whether to use the information in the DMV record to update the individual's voter registration record to ensure that the information in the record is current and accurate. Once the county elections office updates the information, the individual will have an active voter status.



An individual may have an inactive voter record for several reasons. Some common reasons for inactive voter records include an individual who moved and did not update their voting address or an individual has not voted in 5 years.

Individuals in inactive status will not receive a ballot. Also, in order for a signature to count on an initiative petition, the signor must be an active registered voter.




An individual in inactive status may update his or her voter registration at any time up until 8:00 P.M. on Election Day in order to vote in that election. An individual can update by going to OregonVotes.gov and utilizing MyVote or completing a voter registration card.

If an individual's voter registration is updated from inactive to active status, the individual will receive a voter notification card alerting them to the change.


Change of Address Process

When a voter updates their address with DMV, that address is updated for voting purposes unless the voter makes a selection to decline to update the address for voting purposes. Completing a DMV change of address is not a "qualifying interaction" with DMV that initiates Oregon Motor Voter registration. Instead it allows individuals with existing active or inactive registration records to update their address for DMV purposes and voting purposes at the same time.

-  The DMV Change of Address process will be largely the same experience for voters. The Oregon Motor Voter process will make the transfer of address information a streamlined electronic process, rather than a paper process.

Under the Oregon Motor Voter process, information about voters who changed their address with DMV will be securely transferred electronically to the Elections Division. As with all other data transfers discussed in this manual, the transfer will comply with all Department of Administrative Services, DMV and Secretary of State information security policies. The DMV file will include whether that individual declined to update their address for voting purposes. The file will be sent from DMV to the Elections Division with the same frequency described in the Timing of DMV Data Transfers section on page 5.


The Elections Division will filter the DMV data so that it does not include individuals who declined to update their address for voting purposes. It will then securely transfer the data to the county elections offices so that they may update the individual's voter registration to reflect the new address.

-  Note: If your address is exempted from public disclosure for personal safety because you successfully applied to your county elections office for an exemption, that exemption is tied to your address and not your name, and the exemption must be renewed each time your address changes. For more information about exempting your address from public disclosure, contact your county elections office. Contact information for the county elections offices is available at sos.oregon.gov/county


Public and Protected Records

Under Oregon law, any individual or major or minor political party may request a list of county or state active registered voters. The list may include a registered voter's name, party affiliation, residence or mailing address, and precinct name or number. This does not include information about individuals who participate in the Address Confidentiality Program.

Individuals who are not participants in the Address Confidentiality Program may also request to be excluded from the list of active registered voters. To make this request, a registered voter must show the county clerk that the individual's personal safety or the personal safety of someone in the individual's household depends on the privacy of their residence address.

-  For more information about exempting voter registration addresses from public disclosure, contact your county elections office. Contact information for the county elections offices is available at <http://sos.oregon.gov/county>

Individuals who are 17 and registered to vote will not be included in any list until an election will occur on or after the individual's 18th birthday.

-  When Jane Doe turned 17, she registered to vote. She will be 18 on October 31, 2016, so she will be 18 for the November 8, 2016 general election and will receive her first ballot. If an organization requests a voter list before the May 2016 primary election, Jane's information will not appear on the list because she will not be 18 by the date of the primary election. If an organization requests a voter list on October 15, 2016, that list will include Jane Doe's information because she will be 18 by the date of the next general election.

Information submitted to DMV is generally protected from disclosure under the Oregon Vehicle Code. However, once registered to vote using an electronic DMV record, an individual's record will become part of a voter record included on a list of active registered voters. Only information relevant to voter registration will become part of the list of active registered voters, including name, party affiliation, residence or mailing address, and precinct name or number. Information in the DMV electronic record that is not necessary for voter registration will not be included. That means that if a qualified individual declines to participate in the Oregon Motor Voter Registration process, the individual's records that were transmitted from DMV to the Elections Division do not become voter registration records and are not included on any list of active registered voters. The individual's records remain DMV records and will remain protected from disclosure under the Oregon Vehicle Code even though the Elections Division may maintain the records for statistical or other compliance purposes.

Instructions for Completing the OMV Card

The OMV card can only be used to adopt a political party or decline voter registration.

There are three basic required elements on the OMV card:

- Activity selection (choosing a political party or declining voter registration)
- ODL
- Signature

It is important that each of these sections is complete and accurate in order for the card to be processed. In addition, individuals may not alter any other information printed on the OMV card.



Individuals who need assistance or accommodation completing the OMV card may contact the Elections Division at 1 866 673 VOTE (8683) TTY: 1 800 735 2900 (for the hearing impaired). Individuals may also email elections.sos@state.or.us.



If an individual does not return a completed OMV card by the deadline, they will be registered as a nonaffiliated voter.

The OMV card requirements are available in Appendix 1.

Activity Selection

Step 1	Option A Register in a Political Party
	<input type="radio"/> Not a member of a party <input type="radio"/> Americans Elect Party <input type="radio"/> Constitution Party <input type="radio"/> Democratic Party <input type="radio"/> Independent Party <input type="radio"/> Libertarian Party <input type="radio"/> Pacific Green Party <input type="radio"/> Progressive Party <input type="radio"/> Republican Party <input type="radio"/> Working Families Party <input type="radio"/> Other _____
	<p style="text-align: right;"><i>For more information about Oregon's political parties, visit [insert special URL].</i></p> <p>Note: By providing a party selection, ODL and signature, this is a completed voter registration card.</p>
	Option B Decline Voter Registration
	<input type="checkbox"/> By selecting this box, I am declining this method of being registered to vote. I understand that I may register anytime by going online, completing and mailing a voter registration card, or going to my local county elections office.

The OMV card can only be used to affiliate with a political party or to decline voter registration. If an individual tries to use the card for any other purpose, it will not be valid (e.g. you cannot use the card to change your address, communicate with DMV, etc.).

If an individual does any of the following, their intention will not be clear and they will be registered as nonaffiliated if they do not correct the issue before the deadline to return the OMV card:

- Selects both a party and the declination box.
- Selects neither a party nor the declination box.
- Selects more than one political party.
- Selects 'Other' but does not enter information.

The Elections Division will review returned OMV cards and will only process them when it is clear from the card that the individual has selected only one of the options. When the intention is not clear and the deadline has passed, the Elections Division will process the record as if no valid card was returned. The individual will be registered as a nonaffiliated voter and the Elections Division will send a follow-up notice.



If you lose, damage, or otherwise need a new OMV card, contact the Elections Division at 1 866 673 VOTE (8683) TTY: 1 800 735 2900 (for the hearing impaired)

ODL

Step 2	Please fill-in your ODL or ID number for verification purposes
	<p>ODL/ID number: <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/></p>

An ODL is an individual's driver license, permit or ID card number. An individual will only receive an OMV card after having a qualifying interaction with DMV. No individual will receive an OMV card if they do not have an ODL.

When an OMV card is returned, the Elections Division will verify the ODL entered on the card to ensure it is the ODL of the individual to whom the card was issued. If the ODL is blank, incomplete, or does not match the ODL of the individual to whom the card was issued, the card will not be valid.



An incomplete or invalid ODL on an OMV card will invalidate the card. The individual will be registered as a nonaffiliated voter.

Signature


Step 3

I swear or affirm that I am the person to whom this card was issued and I have told the truth on this form.

Signature _____
[FirstName MiddleName LastName]

If you sign this card and know it to be false, you can be fined up to \$125,000 and/or imprisoned for up to 5 years.

If you decline to register to vote, that choice will remain confidential and only be used for voter registration purposes. If you choose to register to vote, either by returning the card with a party selection or taking no action, the location of the DMV office that most recently issued your driver license or ID card will remain confidential.



In order to be valid, an OMV card must be signed, and the signature must match the DMV electronic signature of the individual to whom the card was issued.

When an OMV card is returned, the Elections Division will compare the signature on the card to the electronic DMV signature for the individual. If the signature is blank, or the signature does not match, the card will not be valid. The individual will be registered as a nonaffiliated voter.

The lines directly above and directly below the signature line consist of the attestation. The attestation is required. If an individual signs the card, but crosses out the attestation language, the card will not be valid.



If an individual signs another individual's name onto the OMV card, or otherwise knowingly lies on the OMV card, that individual may be fined up to \$125,000 and/or imprisoned for up to 5 years.

Glossary of Terms and Acronyms used in this Manual

Continuous Traveler: A DMV term meaning an individual who travels continuously but is a resident of Oregon or domiciled in Oregon and has a valid mailing address. Such an individual may use "continuous traveler" as their residence address on DMV forms, but will not be able to participate in the Oregon Motor Voter process.

DMV: The Oregon Driver and Motor Vehicle Services Division

Elections Division: The Elections Division of the Oregon Secretary of State's office.

Nonaffiliated: Not a member of a political party

NVRA: National Voter Registration Act

OCVR: Oregon Centralized Voter Registration system. This is the statewide system used for voter registration records in Oregon.

ODL: Oregon driver license, permit or ID card number

OMV Card: Oregon Motor Voter Card. This is the card sent to allow an individual to select a party designation or decline voter registration after a qualifying interaction with DMV.

OMV Decline Response Card: An OMV card used to decline OMV registration.

OMV Party Response Card: An OMV card used to affiliate with a political party.

Qualified Individual: An individual who meets the requirements to register to vote. This means the individual must be a U.S. Citizen, be at least 17 years old, and be an Oregon resident.

Appendices

Appendix 1: OMV Card Requirements

Appendix 2: Sample follow-up notice to an individual who submitted an incomplete or unverifiable OMV Party Response Card

Appendix 3: Sample follow-up notice to an individual who submitted an incomplete or unverifiable OMV Decline Response Card

Appendix 4: Oregon Voter Registration Card

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Appendix 1: OMV Card Requirements

The OMV Card will be incorporated into this manual when a final version is available.

The card will include:

- The deadline to return the card
- The individual's name
- An opportunity to select a political party or to select not to be affiliated with a political party
- An opportunity to decline voter registration
- A place to indicate the person's Oregon driver license or ID card number
- A place for the individual to sign
- Instructions for completing the card
- Information about the Oregon voter registration deadline
- Information about participating in a closed primary system
- Information about exempting an address from public disclosure
- Information about a 17 year old not receiving a ballot until they are 18
- Contact information for the State Elections Division
- A request that if a person has already registered to vote, they contact the State Elections Division
- The statement: If you decline to register to vote, that choice will remain confidential and only be used for voter registration purposes. If you choose to register to vote, either by returning the card with a party selection or taking no action, the location of the DMV office that most recently issued your driver license or ID card will remain confidential.
- Attestation language for the signature line that reads: *I swear or affirm that I am the person to whom this card was issued and I have told the truth on this form. If you sign this card and know it to be false, you can be fined up to \$125,000 and/or imprisoned for up to 5 years.*
- A link for more information about Oregon's political parties
- A note by the list of political parties that reads "By providing a party selection, ODL and signature, this is a completed voter registration card."

Appendix 2: Sample Follow-Up Notice: Deficient OMV Party Response Card

OFFICE OF THE SECRETARY OF STATE



ELECTIONS DIVISION

JEANNE P. ATKINS
SECRETARY OF STATE

JIM WILLIAMS
DIRECTOR

ROBERT TAYLOR
DEPUTY SECRETARY OF STATE

255 CAPITOL STREET NE, SUITE 501
SALEM, OREGON 97310-0722
(503) 986-1518

DATE

NAME
ADDRESS
ADDRESS

Dear NAME:

You are receiving this letter because our office received an Oregon Motor Voter (OMV) Card from you, but we were unable to verify [that the card was submitted by you][your request on the OMV card]. Specifically, your card had the following issue:

To resolve the issue and successfully affiliate with a political party, please fill out and return the enclosed voter registration card, or you can update your voter registration online at OregonVotes.gov. **[Until the issue is resolved, you are registered as a nonaffiliated voter][Unless the issue is resolved by DATE, you will be registered as a nonaffiliated voter].**

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

Sincerely,

[Elections Division Employee Name]

[Title]

Note: If you need assistance responding to this letter, please contact the Elections Division at 1 866 673 VOTE (8683) or TTY: 1 800 735 2900 (for the hearing impaired)

Appendix 3: Sample Follow-Up Notice: Deficient OMV Decline Response Card

OFFICE OF THE SECRETARY OF STATE

JEANNE P. ATKINS
SECRETARY OF STATEROBERT TAYLOR
DEPUTY SECRETARY OF STATE

ELECTIONS DIVISION

JIM WILLIAMS
DIRECTOR255 CAPITOL STREET NE, SUITE 501
SALEM, OREGON 97310-0722

(503) 986-1518

DATE

NAME
ADDRESS
ADDRESS

Dear NAME:

You are receiving this letter because our office received an Oregon Motor Voter (OMV) Card from you, but we were unable to verify [that the card was submitted by you][your request on the OMV card]. Specifically, your card had the following issue:

(After deadline): **[Until the issue is resolved, you are registered as a nonaffiliated voter.** If you wish to cancel your voter registration, contact your county elections office.]

(Before deadline)**[Unless the issue is resolved by DATE, you will be registered as a nonaffiliated voter.** If you wish to decline voter registration, please fill out and return the enclosed replacement OMV card].

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

Sincerely,

[Elections Division Employee Name]

[Title]

Note: If you need assistance responding to this letter, please contact the Elections Division at 1 866 673 VOTE (8683) or TTY: 1 800 735 2900 (for the hearing impaired)

Appendix 4: Oregon Voter Registration Card

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you may use this form to:

- register to vote
- update your information
- 1** Print with a black or blue pen to complete the form.
- 2** Sign the form.
- 3** Mail or drop off the form at your County Elections Office.

Your County Elections Office will mail you a Voter Notification Card to confirm your registration.

assistance

If you need assistance registering to vote or voting please contact your County Elections Official. See reverse for contact info.

information disclosure

Information submitted on an Oregon Voter Registration Card is public record. However, information submitted in the Oregon Driver's License section is, by law, held confidential.

You must provide your valid Oregon Driver's License, Permit or ID number. A suspended Driver's License is valid, a revoked Driver's License is not valid.

-or-

If you do not have valid Oregon ID, provide the last four digits of your Social Security number.

-or-

If you do not have a Social Security number or valid Oregon identification, provide a copy of one of the following that shows your name and current address:

acceptable identification:

- valid photo identification
- a paycheck stub
- a utility bill
- a bank statement
- a government document
- proof of eligibility under the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA) or the Voting Accessibility for the Elderly and Handicapped Act (VAEH)



The deadline to register to vote is the 21st day before an election.

qualifications If you mark no in response to either of these questions, do not complete this form.

Are you a citizen of the United States of America? yes no

Are you at least 17 years of age? yes no

If you are 17, you will not receive a ballot until an election occurs on or after your 18th birthday.

personal information *required information

last name* first* middle

Oregon residence address (include apt. or space number)* city* zip code*

date of birth (month/day/year)* county of residence

phone email

mailing address (required if different than residence) city/state zip code

Oregon Driver's License/ID number

Provide a valid Oregon Driver's License, Permit or ID:

I do not have a valid Oregon Driver's License/Permit/ID. The last 4 digits of my Social Security Number (SSN) are:

x x x - x x -

I do not have a valid Oregon Driver's License/Permit/ID or a SSN. I have attached a copy of acceptable identification.

political party

Not a member of a party

Americans Elect

Constitution

Democratic

Independent

Libertarian

Pacific Green

Progressive

Republican

Working Families

Other _____

signature I swear or affirm that I am qualified to be an elector and I have told the truth on this registration.

sign here _____ date today _____

! If you sign this card and know it to be false, you can be fined up to \$125,000 and/or jailed for up to 5 years.

registration updates Complete this section if you are updating your information.

previous registration name previous county and state

home address on previous registration date of birth (month/day/year)