

CONDUCTING A VOTER REGISTRATION DRIVE IN WEST VIRGINIA



✓ VOTER REGISTRATION DEADLINES

- 21 days before Election Day.
- Drives must submit completed forms within 15 days of receipt or by the voter registration deadline, whichever comes first.

GETTING STARTED

Training Requirement: West Virginia does not require training for registration drives. Note that West Virginia trains temporary or volunteer registrars as a separate activity from voter registration drives.

Notification and Registration Requirements: West Virginia does not require notification or registration requirements, but if an organization or individual requests more than 200 forms from the Secretary of State or more than 10 from the county clerk, they must submit a request form to either office. The form is located here and asks for a description of the dates and locations for the proposed registration drive: bit.ly/3SQSF6Y

Compensation Restrictions: Do not pay registration drive participants based on how many registrations they collect. Do not offer an applicant any incentive of monetary value to register to vote.

OBTAINING APPLICATIONS

State Form: The West Virginia voter registration form may be downloaded from the Secretary of State: bit.ly/4e2GE88

Registration drive organizers can also obtain up to 200 voter registration applications at a time by submitting a Mail-In Voter Registration Request Form (bit.ly/3SQSF6Y) to the Secretary of State's office, or for more than 10 forms, a request to the county clerk. Election officials may limit forms to a "reasonable amount per group."

Federal Form: The federal mail-in voter registration application may be used in voter registration drives: eac.gov/voters/national-mail-voter-registration-form/

Photocopying Blank Forms: Blank applications may be photocopied and used in voter registration drives.

HANDLING APPLICATIONS

Incomplete Applications: Do not fill in any missing information on a registration form unless you have permission from the applicant.

Photocopying Completed Applications: There is no law or rule prohibiting photocopying or retaining information from completed registration applications. As a best practice, a voter's full or partial Social Security number and/or driver's license number should not be retained.

Delivering Completed Applications: Registration applications must be mailed or delivered **within 15 days** after the applicant signs the application, **or by the registration deadline, whichever is earlier**. Applications must be mailed to the county clerk of the county where the voter resides. Applications sent to the Secretary of State's office will be forwarded to the appropriate county. All unused forms must be returned to the West Virginia Secretary of State's Office.

Fair Elections Center, its Campus Vote Project, and Nonprofit VOTE intend the information contained herein to be used only as a general guide. This document should not be used as a substitute for consultation with a licensed West Virginia legal professional.

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