

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

Precinct 1

- Bria Lott- Bria.Lott@vote.hctx.net

Precinct 2

- Gabirelle Cruz- Gabrielle.Cruz@vote.hctx.net

Precinct 3

- Kate Heffernan- Kate.Heffernan@vote.hctx.net

Precinct 4

- Malkia Spence- malkia.spence@vote.hctx.net



IMPORTANT INFO

2022 IMPORTANT DATES

MAY 7 ELECTION

Last Day to Register to Vote -- April 7
First Day of Early Voting by Personal Appearance -- April 25
Last Day to Apply for a Ballot by Mail -- April 26
Last Day of Early Voting by Personal Appearance -- May 3
Election Day // Last Day to Receive a Ballot by Mail -- May 7

MAY 24 PRIMARY RUNOFF ELECTION

Last Day to Register to Vote -- April 25
Last Day to Apply for a Ballot by Mail -- May 13
First Day of Early Voting by Personal Appearance -- May 16
Last Day of Early Voting by Personal Appearance -- May 20
Election Day // Last Day to Receive a Ballot by Mail -- May 24

NOVEMBER 8 ELECTION

Last Day to Register to Vote -- October 11
First Day of Early Voting by Personal Appearance -- October 24
Last Day to Apply for a Ballot by Mail -- October 28
Last Day of Early Voting by Personal Appearance -- November 4
Election Day // Last Day to Receive a Ballot by Mail -- November 8

**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**

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

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

2 Last Name Include Suffix if any (Jr, Sr, III)

Smith

First Name

Jane

Middle Name (If any)

C.

Former Name (if any)

Doe

REQUIRED

3 Residence Address: Street Address and Apartment Number. If none, describe where you live. (Do not include P.O. Box, Rural Rt. or Business Address)

123 Voter Street

City

Houston

TEXAS

County

Harris

Zip Code

77000

4 Mailing Address: Street Address and Apartment Number. (If mail cannot be delivered to your residence address.)

SAME

City

State

Zip Code

5 City and County of Former Residence in Texas

Sugar Land - Fort Bend

6 Date of Birth: (mm/dd/yyyy)

12/12/1962

7 Gender (Optional)

☐ Male

☒ Female

8 Telephone Number (Optional) Include Area Code

(713) 222-0123

9 Texas Driver's License No. or Texas Personal I.D. No. (Issued by the Department of Public Safety)

01234567

If no Texas Driver's License or Personal Identification, give last 4 digits of your Social Security Number

XXX-XX-1234

REQUIRED

☐ 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.

MUST BE SIGNED AND DATED

X Jane Smith

Date 3/1/22

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	Mary Long Volunteer Deputy Signature	3-1-2022 Date
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Harris County Elections Administrator

APPLICANT'S RECEIPT

Receipt # 011115

Applicant's Name: Jane C. Smith

Volunteer Deputy Number: 064275

Volunteer Deputy Name: Mary Long

Volunteer Deputy Signature: Mary Long

Date 3/1/22

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.

Solicitud de registro electoral en Texas

Exclusivo para uso oficial

SAMPLE APPLICATION

Por orden de la Secretaría de Estado

VR17.2015S.13

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.

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

REQUIRED

2 Apellido Incluir sufijo si lo hay (Jr, Sr, III) *Smith* Primer nombre *Jane* Segundo nombre (si aplica) *C.* Nombre anterior (si aplica) *Doe*

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). *123 Voter Street* Ciudad *Houston* TEXAS Condado *Harris* Código postal *77000*

4 Dirección postal: Número y calle, y número de apartamento o interior (si no se puede entregar el correo en su domicilio residencial). *SAME* 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 (Opcativo) ☐ Masculino ☒ Femenino **8** Teléfono (Opcativo) Incluya código de área *(713) 222-0123*

9 No. de licencia de conducir de Texas o no. de identificación personal de Texas (Expedido por el Departamento de Seguridad Pública). *01234567* 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- *1234*

REQUIRED

☐ 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. Cometer este delito puede resultar en privación de la libertad hasta 180 días, multa de hasta \$2,000 o ambos castigos. 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 al voto, por el fallo final de un juzgado de sucesiones.

MUST BE SIGNED AND DATED

X *Jane Smith*

Fecha *3/1/22*

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

SÓLO PARA USO DE DIPUTADO VOLUNTARIO

La solicitud debe entregarse al Registrador de Votantes al menos 5 días antes de recibirla.

064275 Número de Voluntario *Mary Long* Firma de Diputado Voluntario *3-1-2022* Fecha



Administradora De Elecciones Del Condado de Harris

RECIBO PARA EL SOLICITANTE Recibo # *011115*

Nombre del Solicitante: *Jane C. Smith*

Número de Diputado Voluntario: *064275*
Nombre de Diputado Voluntario: *Mary Long*
Firma de Diputado Voluntario: *Mary Long* Fecha *3/1/22*

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.

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 180 days, a fine up to \$2,000, 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 Waco 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 Jane C. Smith* Date *12/01/2017*
 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

Application must be delivered to Voter Registrar no later than 5 days after receipt.

<i>064275</i> Deputy Number	<i>Mary Long</i> Volunteer Deputy Signature	Date <i>12-01-2017</i>
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 **APPLICANT'S RECEIPT** Receipt # 354554582

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>12/01/2017</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 Voter Registrar's Office at 713-274-VOTE (8683) or visit www.hctx.net.

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 180 days, a fine up to \$2,000, 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 *12/01/2017*
 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

Application must be delivered to Voter Registrar no later than 5 days after receipt.

<i>064275</i> Deputy Number	<i>Mary Long</i> Volunteer Deputy Signature	Date <i>12-01-2017</i>
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 **APPLICANT'S RECEIPT** Receipt # 354554591

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>12/01/2017</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 Voter Registrar's Office at 713-274-VOTE (8683) or visit www.hctx.net.