

Questions Related to Transferring Voters

PLEASE NOTE: An issue with the voter data file exported on September 3 that inadvertently caused some voters to be excluded was corrected and we exported the data again between 5:05 and 5:30 pm last night, September 9. Those eligible voters previously without an absentee request should now have one with a request date of September 9. The mailing house received the new data, and those voters will now be included.

Any voter whose status changed to challenged or who was purged since we last exported the data on September 3 **will not** be included in the statewide ballot mailing. Any voter whose address changed, who was transferred, or whose status changed from challenged to active since September 3 **will** be included in the mailing with their new address, if there was not yet a new request created for them. **September 9 is now the new cutoff, so you will be responsible for issuing a ballot to any new voters entered into VEMS after that.**

1. When can I transfer a voter who has been included in the statewide mailing?
 - You can transfer them right away, but first you will need to confirm the status of the ballot sent to them in the town they were previously registered, and follow the steps below accordingly:
 1. If they did not receive the ballot, they may be transferred, but they should sign the Affidavit of No Ballot Cast (Appendix N) before being issued a ballot for your town.
 2. If they have received the ballot but have not voted it yet, they may be transferred, but should return the ballot for the other town to you, or sign the affidavit, before being provided a ballot from your town.
 3. If they have received and cast the ballot in the previous town, they should be informed they cannot cast another ballot in the election. DO NOT transfer this voter until *after* the election, so that they can remain on the other town's checklist and their participation can be recorded there.
2. Do I still need to have a voter sign an Affidavit of No Ballot Cast when issuing another ballot, even though their ballot from the statewide mailing hasn't been issued yet?
 - Yes, have the voter sign the affidavit, even if the ballot has not been issued yet. While the request has not yet been updated to "issued", it is in the process of being issued and we cannot prevent it from being issued at this point.
3. Can a voter respond to the Affidavit of No Ballot Cast through MVP?
 - No, there is no way to have a voter sign an Affidavit of No Ballot Cast through MVP.
4. Can they submit their Affidavit of No Ballot Cast through email?
 - Yes, the voter can submit their signed Affidavit of No Ballot Cast through email instead.

5. If I cannot reach the voter to confirm the status of the ballot issued to them in their previous town, do I still need to issue them a ballot for my town?
 - If you cannot reach the voter to confirm the status of the ballot previously issued to them, do NOT issue the ballot.

6. If I've transferred a voter but could not reach them to inquire about the status of their previous ballot, and I did not send them a new ballot from my town, but they show up to vote on election day, how will I know they need to sign an affidavit?
 - It is your responsibility to keep track of the voters you have transferred who you could not reach to confirm the status of the ballot issued them in their previous town. If you need to keep a separate list to know who will need to sign an affidavit before you can issue them another one, that is fine.

7. I have a voter whose address has changed since the SOS office pulled the voter file, should I automatically issue them a new ballot to their new address?
 - No, statute states that a town clerk may only issue a duplicate ballot upon request, if the original ballot is lost or not received by the voter within a reasonable period of time after it is mailed. A duplicate ballot should not be issued unless it is requested by the voter. It is possible the ballot may still reach the voter. You will know within a few days after a ballot has been issued to a voter if it has reached them. Remember, our office will be sending you the tracking information on every ballot we mail to voters in your town, which you can use to see the mail delivery status of the ballot.

8. I have an overseas voter who will be getting a mailed ballot in the statewide mailing who wants an electronic ballot instead, can I delete the request SOS has created for the mailed ballot and enter a new request for the electronic ballot now?
 - Yes, if the voter has requested it, you can delete the request we created for the mailed ballot, so that you or the voter can submit a request for an electronic ballot instead, but please remember you are deleting the only record of a ballot that is being mailed to a voter. It is your responsibility to keep track of your voters who have been issued a ballot already, and receiving duplicate ballots. If you run reports before and after removing requests, you will be able to keep track of those. Remember, you must have the voter sign an affidavit of no ballot cast before issuing their electronic ballot.

9. Can the SOS office NOT mail ballots for voters who requested an electronic ballot or were transferred after the SOS office pulled the voter file, if you know who they are before the mailing begins?
 - No, there is nothing we can do once the voter data has been sent to the mailing house and they have begun the process of printing and mailing ballots to those voters.

10. I noticed that not all voters are included in the mailing, as they do not appear to have absentee requests. Who was omitted from the mailing and why?

- Voters who were in challenged status, under 18, or who had not yet taken the voter's oath were omitted from the mailing because they are not qualified to vote. Also excluded were voters who submitted an absentee request for an electronic ballot or JP home delivery. Your UOCAVA voters have also been omitted. These are voters who requested an absentee ballot and identified themselves on the request as a military or overseas civilian. They are eligible to receive their ballots sooner, and you will be responsible for issuing ballots to those voters instead, before Sept 21. Please note these voters are different than those with "UOCAVA" or an overseas address checked off on their voter registration record. It is only those who have REQUESTED a ballot and identified themselves on the request as a military or overseas civilian. The voters with "UOCAVA" or an overseas address checked off on their record who have NOT requested a ballot are included in the statewide mailing.

11. I noticed there were some voters who were not challenged, not under 18, who have taken the oath, but do not have an absentee request. Why were these voters omitted?

- This was due to an error in the system that did not recognize those voters had been restored to active status after having *previously* been challenged. We were able to fix this issue and pull a new voter data file on Sept 9. You should now see requests for those voters, and they will be included in the statewide mailing.