

# Delaware

## Registration Deadline

Forms must be received 21 days or postmarked 20 days before an election.<sup>1</sup>

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## Database Implementation Status

Delaware has had a top-down voter registration database, with county officials able to connect directly to a centralized state system, in place since 1990.<sup>2</sup>

## Entering Voter Registration Information

*Who inputs voter registration information?* County elections officials generally review and enter information from voter registration forms in their jurisdictions into the statewide system.

*What happens to voter registration forms submitted at state registration agencies?* The few forms that are received by the State Elections Commission are sent to the appropriate county for review and entry. Forms received by the Department of Motor Vehicles (“DMV”) are entered into the DMV’s system. The DMV will then send an electronic record of an applicant’s voter registration information to the appropriate county election office; these records are held in a temporary database, or “holding tank,” until they are approved to be transferred to the centralized, statewide database.

*How are most forms submitted?* Delaware reported that in 2004, 99% of forms were submitted at the DMV, and 1% were submitted at another voter registration agency.<sup>3</sup>

## Voter Registration Form

The relevant portions of the voter registration form are included at the end of this section.<sup>4</sup>

## Processing of Forms Without Identifying Numbers

*How will the state treat an application with an affirmative indication that the applicant has no valid identifying number?* The applicant will be assigned a unique voter registration number; if the applicant is otherwise eligible, she will be considered registered, but must show proof of residency at the polls.

*How will the state treat an application without an identifying number and without an affirmative indication that the applicant has no such number?* The applicant will be assigned a unique voter registration number; if the applicant is otherwise eligible, she will be considered registered, but must show proof of residency at the polls.

*How will the state treat an application listing an identifying number that is either incomplete or illegible?* The applicant will be assigned a unique voter registration number; if the applicant is otherwise eligible, she will be considered registered, but must show proof of residency at the polls.

## **Matching Against Motor Vehicle and Social Security Records**

*What fields from the voter registration form will the state seek to match to motor vehicle or Social Security records?* Identifying number, full name, date of birth, and address.

*How precise is the match standard?* Delaware will use a hybrid match standard to match information on voter registration forms: the number must match exactly, but discretion is then left to the county commissioner of elections to determine whether any of the returned records match.

*How much human intervention is involved in determining whether information is matched?* The process for matching information on voter registration forms depends entirely on a manual search.

*Description of matching process:* Delaware will not attempt to match information on voter registration forms arriving from the DMV. For other forms, county commissioners of elections directly access the DMV database; the official searches the DMV database by driver's license number or SSN, and compares any matching record to the information submitted by the applicant. If the identification match fails, the county officials will attempt to call the applicant to check the information.

Delaware performs two additional checks as a condition of registration. First, county officials manually access the County Land Use system to verify that the applicant's submitted street address exists. Second, county officials will also check new applicants against the Department of Corrections (DOC) state felon database; new applicant information is automatically submitted to the DOC for matching against the DOC state felon database, and potential matches are returned for further investigation.

*What are the consequences if the state cannot find a match?* If the applicant is otherwise eligible, she will be considered to be registered, but will need to show proof of residency at the polls.

## **Notice and Opportunity to Resolve Errors**

*Does the applicant have the opportunity to correct a missing or incomplete identifying number, without submitting a new form?* Yes. The applicant may correct missing or incomplete information at any point, including the day of the election.

*Does the applicant have the opportunity to resolve a failed match, without submitting a new form?* Yes. The applicant may submit information to resolve a failed match at any point, including the day of the election.

*If information on an otherwise timely application is corrected after the voter registration deadline, is the correction timely? Yes.*

*Description of notice and correction process:* Delaware attempts to notify any applicant with incomplete, illegible, or unmatched identifying information by phone, and will also send notification of the problem by mail. The applicant may submit a verifiable identification number at any point up to the day of the election; on the day of the election, the applicant must supply proof of residency.

## Identification Requirements at the Polls

*Who must provide identification at the polls?* Any voter whose identification number is unverified will have to show proof of identification and Delaware residency before she votes or at the polls.<sup>5</sup>

### Forms of ID:

voters without verified identifying number:	current and valid photo ID w/ address current utility bill w/ name, address bank statement w/ name, address government check w/ name, address paycheck w/ name, address other gov't document w/ name, address
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*What forms of identification are accepted?* Current and valid photo ID, or a copy of a current utility bill, bank statement, government check, paycheck, or other government document that shows the voter's name and address.<sup>6</sup>

*What are the consequences of failing to show identification?* Most voters whose identifying numbers have not been verified and who have not shown identification at the polls may not cast a ballot. A first-time voter registering by mail may cast a provisional ballot, but the ballot will not be counted.<sup>7</sup>

## Statutes and Regulations

DEL. CODE ANN. tit. 15, part II generally concerns registration. There is no specific statute requiring the establishment of a statewide voter registration database. There are no applicable regulations.

## End Notes

<sup>1</sup> DEL. CODE ANN. tit. 15, §§ 2011(a), 2031, 3110; DEL. CONST. art. 5, § 4.

<sup>2</sup> electionline.org, *Assorted Rolls: Statewide Voter Registration Databases Under HAVA*, June 2005, available at <http://www.electionline.org/Portals/1/EB11.FINAL1.pdf>, at 16.

<sup>3</sup> Election Assistance Commission, *The Impact of the National Voter Registration Act of 1993 on the Administration of Elections for Federal Office 2003-2004*, June 30, 2005, tbl. 2, available at [http://www.eac.gov/NVR\\_Spreadsheets/NVRA\\_table\\_2.html](http://www.eac.gov/NVR_Spreadsheets/NVRA_table_2.html). Due to rounding, the percentages listed may exceed 100%.

<sup>4</sup> The voter registration form that Delaware has made available online is the federal form.

<sup>5</sup> See DEL. CODE ANN. tit. 15, §§ 2011(b), 2033.

<sup>6</sup> *Id.*

<sup>7</sup> *Id.* tit. 15, §§ 2033(a), 4948(h)(6).

# General Instructions

## Who Can Use this Application

If you are a U.S. citizen who lives or has an address within the United States, you can use the application in this booklet to:

- Register to vote in your State,
- Report a change of name to your voter registration office,
- Report a change of address to your voter registration office, or
- Register with a political party.

## Exceptions

Please do not use this application if you live outside the United States and its territories and have no home (legal) address in this country, or if you are in the military stationed away from home. Use the Federal Postcard Application available to you from military bases, American embassies, or consular offices.

**New Hampshire** town and city clerks will accept this application only as a request for their own absentee voter mail-in registration form.

**North Dakota** does not have voter registration.

**Wyoming** law does not permit mail registration.

## How to Find Out If You Are Eligible to Register to Vote in Your State

Each State has its own laws about who may register and vote. Check the information under your State in the State Instructions.

*Note:* All States require that you be a United States citizen by birth or naturalization to register to vote in federal and State elections. Federal law makes it illegal to falsely claim U.S. citizenship to register to vote in any federal, State, or local election.

*Also Note:* You **cannot** be registered to vote in more than one place at a time.

## How to Fill Out this Application

Use both the Application Instructions and State Instructions to guide you in filling out the application.

First, read the Application Instructions. These instructions will give you important information that applies to everyone using this application.

Next, find your State under the State Instructions. Use these instructions to fill out Boxes 6, 7, and 8. Also refer to these instructions for information about voter eligibility and any oath required for Box 9.

## When to Register to Vote

Each State has its own deadline for registering to vote. Check the deadline for your State on the last page of this booklet.

## How to Submit Your Application

Mail your application to the address listed under your State in the State Instructions. Or, deliver the application in person to your local voter registration office.

The remaining States that accept the national form will accept copies of the application printed from the computer image on regular paper stock, signed by the applicant, and mailed in an envelope with the correct postage.

## First Time Voters Who Register by Mail

If you are registering to vote for the first time in your jurisdiction and are mailing this registration application, you may be required to provide proof of identification the first time you vote.

Depending on the specific requirements of your State, you may avoid providing identification at the polls when you vote for the first time by mailing a copy of an identification document together with this application. The list of acceptable documents is included in the State Instructions.

**Do not include original documents with this application.**

**Please read the accompanying State Instructions to determine the voter identification requirements for your State.**

## If You Were Given this Application in a State Agency or Public Office

If you have been given this application in a State agency or public office, it is your choice to use the application or not.

If you decide to use this application to register to vote, you can fill it out and leave it with the State agency or public office. The application will be submitted for you. Or, you can take it with you to mail to the address listed under your State in the State Instructions. You also may take it with you to deliver in person to your local voter registration office.

*Note:* The name and location of the State agency or public office where you received the application will remain confidential. It will not appear on your application. Also, if you decide not to use this application to register to vote, that decision will remain confidential. It will not affect the service you receive from the agency or office.

# Application Instructions

Before filling out the body of the form, please answer the questions on the top of the form as to whether you are a United States citizen and whether you will be 18 years old on or before election day. If you answer no to either of these questions, you may not use this form to register to vote. However, state specific instructions may provide additional information on eligibility to register to vote prior to age 18.

## Box 1 — Name

Put in this box your full name in this order — Last, First, Middle. Do not use nicknames or initials.

*Note:* If this application is for a change of name, please tell us in **Box A** (on the bottom half of the form) your full name before you changed it.

## Box 2 — Home Address

Put in this box your home address (legal address). Do **not** put your mailing address here if it is different from your home address. Do **not** use a post office box or rural route without a box number. Refer to state-specific instructions for rules regarding use of route numbers.

*Note:* If you were registered before *but* this is the first time you are registering from the address in Box 2, please tell us in **Box B** (on the bottom half of the form) the address where you were registered before. Please give us as much of the address as you can remember.

*Also Note:* If you live in a rural area but do not have a street address, or if you have no address, please show where you live using the map in **Box C** (at the bottom of the form).

## Box 3 — Mailing Address

If you get your mail at an address that is different from the address in Box 2, put your mailing address in this box.

*Note:* If you have no address in Box 2, you **must** write in Box 3 an address where you can be reached by mail.

## Box 4 — Date of Birth

Put in this box your date of birth in this order — Month, Day, Year. *Be careful not to use today's date!*

## Box 5 — Telephone Number

Most States ask for your telephone number in case there are questions about your application. However, you do **not** have to fill in this box.

## Box 6 — ID Number

Federal law requires that states collect from each registrant an identification number. You must refer to your state's specific instructions for item 6 regarding information on what number is acceptable for your state. If you have neither a drivers license nor a social security number, please indicate this on the form and a number will be assigned to you by your state.

## Box 7 — Choice of Party

In some States, you must register with a party if you want to take part in that party's primary election, caucus, or convention. To find out if your State requires this, see item 7 in the instructions under your State.

If you want to register with a party, print in the box the full name of the party of your choice.

If you do **not** want to register with a party, write "no party" or leave the box blank. Do **not** write in the word "independent" if you mean "no party," because this might be confused with the name of a political party in your State.

*Note:* If you do not register with a party, you can still vote in general elections and nonpartisan (nonparty) primary elections.

## Box 8 — Race or Ethnic Group

A few States ask for your race or ethnic group, in order to administer the Federal Voting Rights Act. To find out if your State asks for this information, see item 8 in the instructions under your State. If so, put in Box 8 the choice that best describes you from the list below:

- American Indian or Alaskan Native
- Asian or Pacific Islander
- Black, *not of* Hispanic Origin
- Hispanic
- Multi-racial
- White, *not of* Hispanic Origin
- Other

## Box 9 — Signature

Review the information in item 9 in the instructions under your State. Before you sign or make your mark, make sure that:

- (1) You meet your State's requirements, and
- (2) You understand **all** of Box 9.

Finally, sign your **full** name or make your mark, and print today's date in this order — Month, Day, Year.

If the applicant is unable to sign, put in **Box D** the name, address, and telephone number (optional) of the person who helped the applicant.

# Voter Registration Application

Before completing this form, review the General, Application, and State specific instructions.

Are you a citizen of the United States of America? <input type="checkbox"/> Yes <input type="checkbox"/> No Will you be 18 years old on or before election day? <input type="checkbox"/> Yes <input type="checkbox"/> No <b>If you checked "No" in response to either of these questions, do not complete form.</b> (Please see state-specific instructions for rules regarding eligibility to register prior to age 18.)		This space for office use only.				
<b>1</b>	(Circle one) Mr. Mrs. Miss Ms.	Last Name	First Name	Middle Name(s)	(Circle one) Jr Sr II III IV	
<b>2</b>	Home Address		Apt. or Lot #	City/Town	State	Zip Code
<b>3</b>	Address Where You Get Your Mail If Different From Above			City/Town	State	Zip Code
<b>4</b>	Date of Birth ____/____/____ Month Day Year		<b>5</b>	Telephone Number (optional)		<b>6</b> ID Number - (See Item 6 in the instructions for your state)
<b>7</b>	Choice of Party <small>(see item 7 in the instructions for your State)</small>		<b>8</b>	Race or Ethnic Group <small>(see item 8 in the instructions for your State)</small>		
<b>9</b>	I have reviewed my state's instructions and I swear/affirm that: <input type="checkbox"/> I am a United States citizen <input type="checkbox"/> I meet the eligibility requirements of my state and subscribe to any oath required. <input type="checkbox"/> The information I have provided is true to the best of my knowledge under penalty of perjury. If I have provided false information, I may be fined, imprisoned, or (if not a U.S. citizen) deported from or refused entry to the United States.			Please sign full name (or put mark) Date: _____ Month Day Year		

If you are registering to vote for the first time: please refer to the application instructions for information on submitting copies of valid identification documents with this form.

## Please fill out the sections below if they apply to you.

If this application is for a **change of name**, what was your name before you changed it?

<b>A</b>	Mr. Mrs. Miss Ms.	Last Name	First Name	Middle Name(s)	(Circle one) Jr Sr II III IV
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If you were **registered before but this is the first time you are registering from the address in Box 2**, what was your address where you were registered before?

<b>B</b>	Street (or route and box number)	Apt. or Lot #	City/Town/County	State	Zip Code
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If you live in a rural area but do not have a street number, or if you have no address, please show on the map where you live.

**C**

- Write in the names of the crossroads (or streets) nearest to where you live.
- Draw an **X** to show where you live.
- Use a dot to show any schools, churches, stores, or other landmarks near where you live, and write the name of the landmark.

Example	Route #2	<div style="text-align: center; margin-bottom: 5px;">● Grocery Store</div> <div style="text-align: center; margin-bottom: 5px;">Woodchuck Road</div> <div style="display: flex; justify-content: space-between;"> <span>Public School ●</span> <span style="font-size: 2em; font-weight: bold;">X</span> </div>
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If the applicant is unable to sign, who helped the applicant fill out this application? Give name, address and phone number (phone number optional).

<b>D</b>	
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Mail this application to the address provided for your State.



# State Instructions

## Delaware

**Registration Deadline** — 20 days prior to the general election and 20 days prior to any primary election.

**6. ID Number.** Your social security number is requested. Your social security number is used as necessary for administrative purposes related to voting, including to identify you as a registered voter, to ensure no individual is registered in more than one place, to verify address, voting districts, and other information and may be used for any other lawful purpose. The registration application containing your social security number will become part of the registration records of your county (Title 15, Sec. 1302, Del. Code and 5 U.S.C.A., Sec. 552a [Sec. 7 of the Privacy Act of 1974]).

**7. Choice of Party.** You must register with a party if you want to take part in that party's primary election, caucus, or convention.

**8. Race or Ethnic Group.** Leave blank.

**9. Signature.** To register in Delaware you must:

- be a citizen of the United States
- be a permanent resident of Delaware
- be at least 18 years old on the date of the next general election
- felons are eligible to vote if certain requirements are met: fines and sentence completed at least five years prior to application date; felony convictions can not be disqualifying felonies, which are murder, sexual offenses, or crimes against public administration involving bribery or improper influence or abuse of office.
- not be mentally incompetent

### Attention: Proof of Voter Identification

*(Pursuant to the Help America Vote Act of 2002)*

If this form is submitted by mail and it is the first time you have registered to vote in your jurisdiction, you **MUST** submit current, valid proof of identification with this application or the first time you vote in a federal election. To send it with this application you should enclose one of the following:

- 1) A **COPY** of a current and valid photo identification **OR**

- 2) A **COPY** of a current utility bill, bank statement, government check, paycheck, or other government document that shows your name and address in the jurisdiction.

Submitting your proof of identification now with the application will allow you to avoid the federal requirement to show this proof at the polling place or, if voting by mail, to avoid sending it with your mail-in-ballot. If you do not provide proof of identification, you may cast a provisional ballot.

*Voters may also be required to show proof of identification under State law.*

### Mailing address:

Commissioner of Elections  
32 W. Lookerman Street, M101  
Dover, DE 19904

## District of Columbia

**Registration Deadline** — 30 days before the election.

**6. ID Number.** Federal law now requires that all voter registration applications must include either the applicant's driver's license number or the last four digits of the applicant's social security number in order to be processed.

**7. Choice of Party.** You must register with a party if you want to take part in that party's primary election, caucus, or convention.

**8. Race or Ethnic Group.** Leave blank.

**9. Signature.** To register in the District of Columbia you must:

- be a citizen of the United States
- be a District of Columbia resident at least 30 days preceding the next election
- be at least 18 years old on or preceding the next election
- not be in jail for a felony conviction
- not have been judged "mentally incompetent" by a court of law
- not claim the right to vote anywhere outside D.C.

### Attention: Proof of Voter Identification

*(Pursuant to the Help America Vote Act of 2002)*

All first-time voters who register by mail must provide ID prior to voting.

In order to avoid having to present identification prior to casting a ballot for any Federal office at the polls on election day, or when casting a mail-in ballot, you must include a **COPY** of a current and valid photo identification, or a **COPY** of a current utility bill, bank statement, government check, paycheck, or other document that shows your name and address along with this form. If you do not provide proof of identification, you may cast a provisional ballot.

### Mailing address:

District of Columbia Board of  
Elections & Ethics  
441 4th Street, NW, Suite 250  
Washington, DC 20001-2745