



DEAN C. LOGAN
Registrar-Recorder/County Clerk

**PURCHASE ORDER
FOR
VOTER/ELECTION FILES(s)**

This agreement is between the undersigned applicant and the Los Angeles County Department of Registrar-Recorder/County Clerk for the purpose of purchasing Electronic Data Processing file(s).

Applicant's Name: _____			DATE ORDERED
Residence Address: _____			
City: _____	Zip: _____	Telephone: () _____	
Business Address: _____			
City: _____	Zip: _____	Telephone: () _____	

Complete the following if information is requested on behalf of an organization or individual other than applicant.

Organization/Individual Name: _____		Telephone: () _____	
Address: _____		City: _____	Zip: _____
Name of Individual Authorizing Applicant: _____			

FILE TYPE: Voter Registration (VOTE HISTORY NOT INCLUDED) File Date: _____ Job # if Applicable: _____
 Absentee (VBM) Voters
 Precinct Board
 Precinct/District Information
 Other _____

Jurisdiction(s): _____
Voter History (if applicable): _____

Media Type: <input type="checkbox"/> CD <input type="checkbox"/> Other _____ @ _____ Cost	Quantity Requested	Total Price	Date: _____
	_____ X \$146		Receipt # _____
	_____ X \$54		Check # _____ <input type="checkbox"/> Paid Cash
	_____ X \$39	\$ _____	Picked up on _____
NOTE: The Registrar-Recorder/County Clerk is not responsible for materials which are lost or damaged in the mail.			Mailed on _____
			Remarks: _____

Disclaimer:

The Registrar-Recorder/County Clerk Department will not be responsible for End User Technical Support for processing data (text) files that are purchased on any Electronic Media Type (CD). This department does not provide training on converting the data for usage. We will provide, upon request, a list of computer vendors who normally rent or purchase election related data files to assist candidates and their committees with computer services.

Attention Applicant: If you are purchasing voter registration information, please read, fill out and sign agreement on the reverse side.

PROVISIONS GOVERNING VOTER REGISTRATION INFORMATION

In signing this agreement, I declare that I understand that the voter registration information is confidential and must be used solely for election or governmental purposes or research as defined in Section 6254.4 of the Government Code. I also hereby certify that according to the Secretary of State's guidelines, I am eligible to obtain confidential voter registration information.

I further agree not to sell, lease, loan or deliver possession of the voter registration information, or a copy thereof, or any portion thereof, to any person, organization or agency without authorization to do so from the Registrar-Recorder/County Clerk's Office.

I further understand that it is a misdemeanor and that monetary penalties may be assessed for the misuse of voter registration information. (Section 18109 of the Elections Code).

VOTER REGISTRATION INFORMATION WILL BE USED FOR THE FOLLOWING PURPOSES:

I certify under penalty of perjury that the information on this application is true and correct.

Executed on _____ at _____
(date) (city)

Applicant's Name (printed) _____

Signature of Applicant: _____

Driver's License Number: _____

Office Use Only	Approved <input type="checkbox"/> Denied <input type="checkbox"/>	By: _____	Date: _____
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**LOS ANGELES COUNTY
REGISTRAR-RECORDER/COUNTY CLERK**

SECRETARY OF STATE

CONFIDENTIAL VOTER REGISTRATION GUIDELINES

ACCESS TO CONFIDENTIAL VOTER REGISTRATION INFORMATION IS LIMITED TO:

1. Elections officials. (E.C. Sections 2183, 2187, 2194).
2. Members of Congress or the Legislature. (E.C. Sections 2184, 2191, 2194).
3. Candidates for public office. (E.C. Sections 305, 2184, and 2187, subd. (g), 2191, 2194).
4. Persons, committees and proponents or opponents for or against any proposed ballot measures or for or against any referendum or initiative measure for which legal publication has been made. (E.C. Sections 2184 and 2187, subd. (g), 2191, 2194).
5. Chairpersons or vice chairpersons of party state central committees or party county central committees. (E.C. Sections 2185, 2187, 2190, 2191, 2194).
6. Faculty members or researchers of an accredited educational institution for the purpose of academic research. (E.C. Section 2194, subd. (a) (2)).
7. Persons challenging the confidential registrant's voting eligibility. Only the address may be disclosed to the challenger, elections official and other persons as necessary to make or defend or adjudicate the challenge. (E.C. Section 2194, subd. (b)).
8. Persons who will use the index exclusively for election, scholarly, journalistic or political research or governmental purposes, including bona fide news and polling organizations. (E.C. Sections 2187, subd. (g) and 2194).

ACCESS TO CONFIDENTIAL VOTER REGISTRATION INFORMATION IS NOT PERMITTED TO:

1. Persons seeking to locate lost relatives. (Secretary of State memo dated 01/12/95).
2. Private investigators, skip tracers, process servers, and attorneys seeking to locate individuals, unless those persons are employed by or on contract to a public agency. (Secretary of State memo dated 01/12/95).
3. Any other persons/agencies as determined by the Secretary of State.

GOVERNMENT CODE

Confidential Voters Registration

- 6254.4 (a) The home address, telephone number, e-mail address, precinct number, or other number specified by the Secretary of State for voter registration purposes, and prior registration information shown on the voter registration card for all registered voters, are confidential, and shall not be disclosed to any person, except pursuant to Section 2194 of the Elections Code.
- (b) For purposes of this section, "home address" means street address only, and does not include an individual's city or post office address.
- (c) The California driver's license number, the California identification card number, the social security number, and any other unique identifier used by the State of California for purposes of voter identification shown on a voter registration card of a registered voter, or added to the voter registration records to comply with the requirements of the Help America Vote Act of 2002 (42 U.S.C. Sec. 15301 et seq.), are confidential and shall not be disclosed to any person.
- (d) The signature of the voter that is shown on the voter registration card is confidential and shall not be disclosed to any person.

ELECTIONS CODE

Confidential Voter Registration

- 2194 (a) The voter registration card information identified in subdivision (a) of Section 6254.4 of the Government Code:
- (1) Shall be confidential and shall not appear on any computer terminal, list, affidavit, duplicate affidavit, or other medium routinely available to the public at the county elections official's office.
 - (2) Shall not be used for any personal, private, or commercial purpose, including, but not limited to:
 - (A) The harassment of any voter or voter's household.
 - (B) The advertising, solicitation, sale, or marketing of products or services to any voter or voter's household.
 - (C) Reproduction in print, broadcast visual or audio, or display on the Internet or any computer terminal unless pursuant to paragraph (3).
 - (3) Shall be provided with respect to any voter, subject to the provisions of Section 2188, to any candidate for federal, state, or local office, to any committee for or against any initiative or referendum measure for which legal publication is made, and to any person for election, scholarly, journalistic, or political purposes, or for governmental purposes, as determined by the Secretary of State.
- (b) (1) Notwithstanding any other provision of law, the California driver's license number, the California identification card number, the social security number, and any other unique identifier used by the State of California for purposes of voter identification shown on a voter registration card of a registered voter, or added to voter registration records to comply with the requirements of the Help America Vote Act of 2002 (42 U.S.C. Sec. 15301 et seq.), are confidential and shall not be disclosed to any person.
- (2) Notwithstanding any other provision of law, the signature of the voter shown on the voter registration card is confidential and shall not be disclosed to any person, except as provided in subdivision (C).
- (c) (1) The home address or signature of any voter shall be released whenever the person's vote is challenged pursuant to Sections 15105 to 15108, inclusive, or Article 3 (Commencing with Section 14240) of Chapter 3 of Division 14. The address or signature shall be released only to the challenger, to elections officials, and to other persons as necessary to make, defend against, or adjudicate the challenge.
- (2) An elections official shall permit a person to view the signature of a voter for the purpose of determining whether the signature of a voter for the purpose of determining whether the signature matches a signature on an affidavit of registration or a petition, but shall not permit a signature to be copied.
- (d) A governmental entity, or officer or employee thereof, may not be held civilly liable as a result of disclosure of the information referred to in this section, unless by a showing of gross negligence or willfulness.
- (e) For the purposes of this section, "voter's household" is defined as the voter's place of residence or mailing address or any persons who reside at the place of residence or use the mailing address as supplied on the affidavit of registration pursuant to paragraphs (3) and (4) of subdivision (a) of section 2150.

Election Code 2188. Application of voter registration information

- (a) Any application for voter registration information available pursuant to law and maintained by the Secretary of State or by the elections official of any county shall be made pursuant to this section.

- (b) The application shall set forth all of the following:
- (1) The printed or typed name of the applicant in full.
 - (2) The complete residence address and complete business address of the applicant, giving street and number. If no street or number exists, a postal mailing address as well as an adequate designation sufficient to readily ascertain the location.
 - (3) The telephone number of the applicant, if one exists.
 - (4) The number of the applicant's driver's license, state identification card, or other identification approved by the Secretary of State if the applicant does not have a driver's license or state identification card.
 - (5) The specific information requested.
 - (6) A statement of the intended use of the information requested.
- (c) If the application is on behalf of a person other than the applicant, the applicant shall, in addition to the information required by subdivision (b), set forth all of the following:
- (1) The name of the person, organization, company, committee, association, or group requesting the voter registration information, including their complete mailing address and telephone number.
 - (2) The name of the person authorizing or requesting the applicant to obtain the voter registration information.
- (d) The elections official shall request the applicant to display his or her identification for purposes of verifying that identifying numbers of the identification document match those written by the applicant on the application form.
- (e) The applicant shall certify to the truth and correctness of the content of the application, under penalty of perjury, with the signature of his or her name at length, including given name, middle name or initial, or initial and middle name. The applicant shall state the date and place of execution of the declaration.
- (f) Completed applications for voter registration information shall be retained by the elections official for five years from the date of application.
- (g) This section shall not apply to requests for information by elections officials for election purposes or by other public agencies for governmental purposes.
- (h) The Secretary of State may prescribe additional information to be included in the application for voter registration information.

Misuse of Information; Misdemeanor

- 18109** (a) It is a misdemeanor for any person in possession of information obtained pursuant to Article 5 (commencing with Section 2180) of Chapter 2 of Division 2, or Section 6254.4 of the Government Code, knowingly to use or permit the use of all or any part of that information for purpose other than as permitted by law.
- (b) It is a misdemeanor for any person knowingly to acquire possession or use of voter registration information referred to in subdivision (a) without first complying with Section 2188. (Added by Stats. 1992, c. 2, Rn. by Stats. 1994, c. 920)

Disclosure of Confidential Information; Misdemeanor

- 18110** (a) For purposes of this section, "home address" means only street address and does not include an individual's city or post office address.
- (b) Any person or public entity who, in violation of Section 2194, discloses the home address or telephone number listed on a voter registration card of any of the following individuals is guilty of a misdemeanor:
- (1) An active or retired peace officer, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2 of the Penal Code.
 - (2) An employee of a city police department or a county sheriff's office.
 - (3) The spouse or children of the individuals specified in paragraphs (1) and (2) who live with those individuals.
- (c) Any person or public entity, who in violation of Section 2194, discloses the home address or telephone number listed on a voter registration card of any individual specified in paragraph (1), (2), or (3) of subdivision (b), and that violation results in bodily injury to any of those individuals, is guilty of a felony. (Added by Stats, 1994 c. 1207)