Voter Registration List Application Instructions

Qualifications:
To apply for a voter registration list, the applicant must be a registered voter in Maryland and must sign a statement under penalty of perjury that the list is not intended to be used for purposes of commercial solicitation or any other purpose not related to the electoral process. (Election Law Article §3-506, Annotated Code of Maryland and COMAR 33.03.02.03A and 33.03.02.04) The applicant’s registration will be verified before processing of the request.

Application Deadline:
Before any election, neither the State Administrator nor any election director may respond to an application for a voter registration list unless the application was filed on or before the registration deadline. Applications received after that date shall be returned. (COMAR 33.03.02.05B)

Contact Person:

<table>
<thead>
<tr>
<th>Name</th>
<th>Phone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cindy Woodward</td>
<td>(410) 222-0453</td>
<td><a href="mailto:cindy.woodward@maryland.gov">cindy.woodward@maryland.gov</a></td>
</tr>
<tr>
<td>Kijuana Watkins</td>
<td>(410) 222-0464</td>
<td><a href="mailto:kijuana.watkins@maryland.gov">kijuana.watkins@maryland.gov</a></td>
</tr>
</tbody>
</table>

Supplemental Lists:
Each supplemental list must be submitted separately as a new request. These are each charged as a new request per the Cost Structure below.

File Contents:
Each list will contain the following fields: registrant’s full name, residence address, mailing address, (if applicable), registration date, date of birth, gender, party affiliation, county name, district/precinct, registrant ID number, status and voter history (when applicable).

File Format:
All requests shall be provided on a thumb drive. Disclaimer: The Anne Arundel County Board of Elections cannot guarantee that the data requested in electronic format will be compatible with all software programs. The applicant must utilize his/her own software program database in order to import this information to his/her database.

Completion time:
2 business days.

Payment:
Either the required deposit (refer to cost structure below) or full payment must accompany this application. Payment can be in the form of cash, certified check, personal or campaign check or money order. The applicant also agrees to pay the balance due (if applicable) prior to receipt of the requested output. Make checks payable to: Anne Arundel County.

Cost Structure:

<table>
<thead>
<tr>
<th>Type</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>County wide Lists</td>
<td>$50.00</td>
</tr>
<tr>
<td>Partial Lists</td>
<td>$25.00</td>
</tr>
<tr>
<td>Deposit</td>
<td>$25.00 or full payment</td>
</tr>
</tbody>
</table>

Returned check policy:
All returned checks will be assessed a fee of $25.00.

Delivery Instructions:
Output will be picked up by the applicant from the Board office. The applicant must provide telephone number(s) for contact purposes.
**Voter Registration List Application**

1. Applicant’s Name: ___________________________  
2. Date: __________________

3. Applicant’s Residence Address: ____________________________________________
   City: ___________________________ State: ____________ Zip Code: ____________

4. Home Number: _______________ Cell Number: _______________ Email: ___________________

5. If you are buying data on behalf of a corporation or other business entity, provide the name and address of entity:
   Name of Entity: ____________________________
   Address: ___________________________ City: ___________ State: ____________ Zip Code: ____________

6. Specify the intended use of data (detailed explanation required):

7. Complete each section:

   **Area:**
   - County-wide (Specify county): ____________________________
   - District (Specify Legis., Cong., etc.): ____________________________

   **Election Type & Year:**
   - Election Year(s) to Include (up to 8 elections): ____________________________
   - Gubernatorial Primary  
   - Presidential Primary  
   - Municipal Primary  
   - Gubernatorial General  
   - Presidential General  
   - Municipal General  
   - Other Election (Specify): ____________________________

   **Type of List:**
   - Registered Voter List (Basic list with no voting histories)  
   - Voting History List  
   - Absentee Applicants List (Single election only)  
   - Voter Walking List  
   - Household Walking List  
   - Other (Specify): ____________________________

   **Voter Information:**
   - All Voters (If you check this box you are done with this section)  
   - Democrats  
   - Republicans  
   - Other Party (Specify): ____________________________
   - Male  
   - Female  
   - Age Range from _________ to _________
   - Registration Date from _________ to _________
   - Other (Specify): ____________________________

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Please read statement before signing. Under penalty of perjury, I hereby declare, as required by Election Law Article, §3-506, *Annotated Code of Maryland*, that I do not intend to and I will not use the list of registered voters for which I am applying for purposes of commercial solicitation or for any other purpose not related to the electoral process, and that I will not knowingly allow the list to be used by any other person or entity for purposes of commercial solicitation or for any other purpose not related to the electoral process. I am aware that any person who knowingly allows such a list under his or her control to be used for commercial solicitation or for any other purpose not related to the electoral process is guilty of a misdemeanor and is subject to punishment under Election Law Article, Title 16, *Annotated Code of Maryland*.

I, ____________________________ (print name), have read and understand the above statement and agree to pay the balance due upon receipt of the voter registration list.

__________________________________________  ____________________________
Applicant’s Signature  Date