



Conducting a Voter Registration Drive at Your Church

Preparation

- **Get permission.** Talk to your pastor or ministry leader about conducting a non-partisan voter registration drive at your church. Church voter registration and get-out-the-vote activities are among the allowable activities under law. Resources that clarify the legality include:
 - Political Guidelines for Churches and Pastors (<http://www.cwfa.org/brochures/pastors.pdf>)
 - Pastors, Pulpits & Politics (<http://www.ncplaw.org/resources/>)
 - Various resources are available at the Alliance Defense Fund's Speak Up site: <http://speakupmovement.org/Church/LearnMore/Details/3767>
- **Announce.** Ask your pastor to make an announcement during church services and/or to include an announcement in the church bulletin that voter registration forms are available and where they are located. Your church may even choose to distribute forms during the service.

Planning (Timing and Materials)

- **How many?** Determine how many voter registration forms you will need.
- **When?** Determine when to have your voter registration drive. Consider the registration deadline (15 days prior to the election) and the time needed to receive a sample ballot (generally four to five weeks prior to the election) in making your decision.
- **Order forms.** Order voter registration cards from your county elections official. Find your County Elections Office at http://www.sos.ca.gov/elections/elections_d.htm. If you want to have registration forms mailed to you, allow for processing and mailing time. *Note:* The Secretary of State requires any individual, group or organization requesting 50 or more voter registration cards to complete and submit a Statement of Distribution form and a plan of distribution to the Secretary of State. The Statement of Distribution form is available on-line at: <http://www.sos.ca.gov/elections/vrdis.pdf>. *This form will be sent to you with the registration forms. Be certain to complete and return it upon receipt.*
- **Get help.** Enlist volunteers to help set up your registration tables and answer questions.

The Drive

- **Announce.** Remind the pastor to make an announcement about the voter registration drive.
- **Set up.** Choose an *approved* location, preferably in plain view of the congregants as they enter and exit the church. Be sure to have plenty of pens available. Consider using balloons or a flag to draw attention to your table. *Do not surprise your pastor! Obtain permission for any signage, decorations, etc.*
- **Follow the rules.** If you collect registration forms from the congregants (rather than having them mail their own), be certain to 1) Complete the receipt at the bottom of the form and give it to the registrant. 2) MAIL THE FORM WITHIN THREE DAYS.

Cautions

- **It is advisable to print and read the "Guide to Voter Registration Drives" provided by the Secretary of State:** <http://www.sos.ca.gov/elections/guides/guide-to-vr-drives.pdf> and keep a copy at your registration table(s) in case your volunteers or registrants have questions.
- **Visit** <http://sos.ca.gov/elections/> for additional information.

