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PLACER COUNTY ELECTIONS OFFICE

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APPLICATION TO PURCHASE/VIEW VOTER REGISTRATION INFORMATION

Pursuant to Elections Code Sections 2187, 2188 and 2194, voter registration information is available to persons or groups for election, scholarly, journalistic, political, or governmental purposes as determined by the Secretary of State. All requests to view, purchase, or use voter registration information must be accompanied by a written application and a copy of the applicant's driver's license, state identification card, or other identification approved by the Secretary of State. Individuals or groups who wish to collect voter data on behalf of a candidate or campaign must also provide a letter of authorization from the candidate or campaign authorizing the individual/group to collect voter information on their behalf. Refer to page 2 for additional California Code of Regulations regarding application submission and voter registration data storage and security.

Full Name: _____ **Office Sought/Committee:** _____

Residence Address: _____
Number, Street

Use as Mailing Address
City _____ State _____ Zip Code _____

Business Address: _____
Number, Street

Use as Mailing Address
City _____ State _____ Zip Code _____

Driver's Lic./ID #: _____ **Email Address:** _____ **Ph #:** _____

*****VOTER INFORMATION REQUESTED*****

District: _____

Printed List:

- Walking List (Precinct Index) \$5.00 per 5,000 names (rounded to next 5,000)
- Alpha Voter List \$5.00 per 5,000 names (rounded to next 5,000)

Electronic Data:

- Voter file, County-wide /no history \$100.00
- Voter file, County-wide with 5 voter histories \$125.00
- Voter file, by District or Precinct (includes 5 voter histories) \$ 25.00 per 30,000 names (rounded to next 30,000)

Preferred Delivery Method (Electronic Data Only)

- Email (Placer County Box.com Downloadable Link) FTP

Mailing Labels:

- One per voter \$0.10 per label
- One per household* \$0.10 per label

* Household labels are printed for any address containing two or more voters with the same last name. This is usually +/- 65% of the district registration.

Vote-By-Mail/Mail Ballot Data: Note: If multiple reports are being requested, please attach calendar.

- Ballots Issued Update Report (per calendar schedule you provide) \$ 10.00 each
- Ballots Returned Update Report (per calendar schedule you provide) \$ 10.00 each

Other Request: _____

Intended Use: _____

I certify, *under penalty of perjury*, that I **will not use** the items requested **for commercial purposes**, that I have completed the Application to Purchase said items and that I will pay for these items as outlined. I understand that normal turnaround time for this request is **3 business days** after submission, but may be available sooner. Any fees paid are NON-REFUNDABLE.

Signature (Full Name)

Date

FOR OFFICIAL USE ONLY

Total Cost: \$ _____ Date Paid: _____ DL/ID Verified By: _____ Dist Code: _____ # Registered Voters _____
Date Completed: _____ Completed By: _____ Date Delivered: _____ Delivery Method: _____

Source: <https://www.sos.ca.gov/administration/regulations/current-regulations/elections/access-voter-registration-information>

19009. Application Submission and Processing.

- a) The applicant must submit the completed application for voter registration information in the following manner:
 - 1. The applicant must deliver it to the source agency in person or by U.S. mail or other delivery/courier service. **A wet signature is required on the application**; therefore, a source agency shall not accept emailed and faxed applications for voter registration information.
 - 2. The applicant must include a clear copy of their current photo identification issued by a federal or state government agency with the completed application.
 - 3. The applicant must submit the appropriate fee with the completed application.

19012. Requirements for Storage and Security of Voter Registration Information

- a) **Any person who has directly or indirectly obtained voter registration information from a source agency must exercise due diligence in maintaining and securing the voter registration information in order to reduce the risk of information exposure and/or breach.**
- b) Any person who has directly or indirectly obtained voter registration information from a source agency shall:
 - 1. Use a strong and unique password (“strong password hygiene”) per account with access to the voter registration information or privileges to grant access.
 - 2. Apply security best practices, which includes the following:
 - A. Obtaining training on security awareness to avoid social engineering and phishing attacks.
 - B. Practice the principles of “least privilege” By restricting user access to the minimum need based on users’ job necessity.
 - C. Ensure user accounts are logged off or the session is locked after a period of inactivity, which shall be no more than 15 minutes.
 - D. Remove, deactivate, or disable accounts or default credentials.
 - E. Erase or wipe voter registration information that is no longer needed for its retention and sanitized following National Institute of Standards and Technology (NIST) 800-88 Guidelines for media sanitization.
 - F. Restrict physical access by not leaving your computer in places unlocked and unattended.
 - G. Limit the use of portable devices. If a portable device is used, strong storage encryption procedures must be applied utilizing Federal Information Processing Standards (FIPS) 197, commonly referred to as “Advanced Encryption Standard” or “AES.”
 - H. Use wireless technology securely with Wi-Fi Protected Access 2 (WPA2) or better.

19013. Reporting Requirement for Unauthorized Use and Data Breaches

Any person who has obtained voter registration information from a source agency shall report detected unauthorized use, suspected breach, or denial of service attack on the voter registration information or the system containing the voter registration information to the Secretary of State Elections Division Help Desk within twenty-four (24) hours of discovery.

Contact: <https://www.sos.ca.gov/elections/contact>