

OFFICE OF THE SECRETARY OF STATE

BEV CLARNO
SECRETARY OF STATE



ELECTIONS DIVISION

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M E M O R A N D U M

TO: All County Elections Officials
FROM: Stephen N. Trout, Director 
DATE: March 10, 2020
SUBJECT: Directive 2020-1 (Replaces 2017-1)

Attached is a Directive regarding notice to inactivated voters. All counties when inactivating voters should use the Directive's process and language. Current stock of the confirmation notice may be used.

A change was made to this Directive to allow for the use of the recently revised Voter Confirmation Card, and to allow Counties to add information as they determine necessary and appropriate to reach voters and elicit responses.

Feel free to contact us if you have any questions or concerns.



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DIRECTIVE OF THE SECRETARY OF STATE	SUBJECT: Notice to Electors Whose Registrations Appear Invalid	DIRECTIVE ISSUED AT THE REQUEST OF: Secretary of State	DATE: March 10, 2020	RULE NO.: 2020-1
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The Secretary of State in carrying out the duties of the office shall issue detailed directives necessary to maintain uniformity in the application, operation and interpretation of Oregon election laws. This shall include relevant sample forms of ballots, documents, records and other materials and supplies required by the election laws. (ORS 246.110 and 246.120). The information provided here is an official directive of the Secretary of State. This Directive, 2020-1, supersedes Directive 2017-1 Notice to Electors Whose Registrations Appear Invalid.

Issue: ORS 247.563 requires a written notice be mailed to the elector when it appears that the elector's registration should be moved to inactive status. This Directive provides a sample document to be used to provide this notice.

Each county election official shall take the steps necessary to best reach their voters and elicit updated voter registration information. To this end, each county election official shall notify the elector, using notice language substantially similar to that shown below, that the elector's registration status has been changed to inactive.

Sample Form:

Dear Elector,

Your voting status has been inactivated because information has been received that your residence and/or mailing address has changed, or because the signature on your ballot did not match your voter registration signature.

Reply right away to reactivate your voter registration.

- If you have moved out-of-state, check the box that says "I am no longer an Oregon resident and wish to be removed from the voter records."
- If you still live in Oregon, you can visit www.oregonvotes.gov to update your registration online.

You are not entitled to vote, sign petitions or participate in the electoral process until you provide current registration information.

Please call (name county) Elections at (phone number) if you have any questions.

By signing and returning this card, I am stating:

- ☐ The address above is correct.
- ☐ The address above is NOT correct. My new address information is below.
- ☐ I am no longer an Oregon resident and wish to be removed from the voter records.

Name:
Residence Address with City/State/Zip Code (no PO Boxes or Mail Service Center):
Mailing Address with City/State/Zip Code (if different from Residence Address):

Signature

Date