

Attachment A



FLORIDA DEPARTMENT of STATE

CHARLIE CRIST
Governor

KURT S. BROWNING
Secretary of State

TO: Supervisors of Elections

FROM: Donald Palmer, Director *DP*
Division of Elections

DATE: April 30, 2008

SUBJECT: Delays in Scanning Images

It has come to our attention that there have been occasional county delays in scanning images of voter registration applications and signatures into the Florida Voter Registration System (FVRS). As you will recall, the county processing the application is responsible for scanning and indexing the application into FVRS no later than 3 days from input. See Florida State Association of Supervisors of Elections' FVRS Protocols (see section 1(f)).

In order to assist you and to ensure that voter registration applications are timely and properly processed in accordance with established procedures, the Department of State, Bureau of Voter Registration Services, will generate a daily report. This report will identify any voter records in each county for which images have not been scanned within 3 business days. Upon receipt of that report, we ask that you immediately scan, clip, and upload the images identified as missing for those voter records.

Your cooperation in this matter is greatly appreciated. If you have any questions, please do not hesitate to contact Peggy Taff, Bureau Chief, Bureau of Voter Registration Services, at (850) 245-6290.

Attachment B

Taff, Peggy

From: Still, Suzie
Sent: Thursday, May 08, 2008 4:38 PM
To: Sancho, Ion V.
Cc: Taff, Peggy; Palmer, Donald L.
Subject: HSMV Verifications Pending Images
Attachments: 5-8-08 Leon.pdf

Mr. Sancho:

Attached you will find a listing of all the HSMV verifications that are still pending images as of today.

This report is coming to you pursuant to the memo of April 30, 2008 from Donald Palmer, Director, Division of Elections. It identifies all voter registration applications that have not had their images scanned and indexed within 3 business days.

Please endeavor to correct this situation as soon as possible.

*Suzie Still
Voter Registration Services
Division of Elections
(850) 245-6180*

*This response is provided for reference only and does not constitute legal advice or representation. As applied to a particular set of facts or circumstances, interested parties should refer to the Florida Statutes and applicable case law, and/or consult a private attorney before drawing any legal conclusions or relying upon the information provided.
Please note: Florida has a very broad public records law. Written communications to or from state officials regarding state business constitute public records and are available to the public and media upon request unless the information is subject to a specific statutory exemption. Therefore, your e-mail message may be subject to public disclosure.*

Please participate in our Customer Satisfaction Survey

<http://survey.dos.state.fl.us/index.aspx?email=sstill@dos.state.fl.us>

Please take a few minutes to provide feedback on the quality of service you received from our staff. The Florida Department of State values your feedback as a customer. Kurt Browning, Florida's Secretary of State, is committed to continuously assessing and improving the level and quality of services provided to you. Simply click on the link to the "DOS Customer Satisfaction Survey." Thank you in advance for your participation. DOS Customer Satisfaction Survey

**Florida Voter Registration System
HSMV Verifications Pending Images
May 08, 2008**

COUNTY: LEO		VOTER ID	REGISTRATION DATE	DATE ENTERED	LAST NAME	FIRST NAME	MIDDLE NAME	STREET	CITY	COUNTY	ZIP CODE
		116108119	04/25/2008	04/28/2008	BAILEY	BETHANY	A	2326 BRYNMAHR DR	TALLAHASSEE	LEO	32303
		116108428	04/25/2008	04/28/2008	SHERIDAN GORDC	JORDAN	MILES	1204 BROOKWOOD DR	TALLAHASSEE	LEO	323085124
		116108889	04/25/2008	04/29/2008	GOMEZ VALLEJO	EDUARDO	JAVIER	261 STURGEON DR	TALLAHASSEE	LEO	323121523
		116108964	04/25/2008	04/29/2008	ANDERSON	CHLOE	ROCHELLE	1726 EXETER RD	TALLAHASSEE	LEO	323085528

LEO COUNTY TOTAL: 4

Attachment C



FLORIDA DEPARTMENT *of* STATE

CHARLIE CRIST
Governor

KURT S. BROWNING
Secretary of State

MEMORANDUM

TO: Donald Palmer, Director
Division of Elections

FROM: Sarah Jane Bradshaw, ^{GPB} Assistant Director
Division of Elections

DATE: May 16, 2008


SUBJECT: Amendments to Verification Process

Attached are proposed procedures for implementation of the amendments to Section 97.053(6), Florida Statutes contained in Section 3 of SB 866. The bill has not yet become law. However, this section is effective "upon th[e] act becoming law." Therefore, we need to be prepared to send these procedures out to the Supervisors of Elections quickly when we are ready to implement the new law.

Please advise me of any changes, or if the procedures are acceptable, indicate your approval below.

Thank you.

Approved: _____


Donald L. Palmer
Director, Division of Elections

Date: May 16, 2008



FLORIDA DEPARTMENT of STATE

CHARLIE CRIST
Governor

KURT S. BROWNING
Secretary of State

MEMORANDUM

TO: Supervisors of Elections

FROM: Donald L. Palmer, Director
Division of Elections

DATE: TBD

SUBJECT: Procedures pursuant to s. 97.053(6), F.S. effective _____ (date)

As you are aware, SB 866 amended the verification process in section 97.053(6), Florida Statutes. The purpose of this amendment is to redirect the emphasis on verification from the identifying number on the application to the applicant's actual correct identifying number (driver's license number, Florida identification card number, or last four digits of the social security number).

In order to implement these amendments, effective _____ [date], the following procedures will apply:

For all new applications:

1. Applications entered into Florida Voter Registration System (FVRS) will be routed through the Department of Highway Safety and Motor Vehicles (DHSMV) for verification of the driver's license number, state identification card number or social security number provided on the application.
 - Numbers which are matched will be sent directly to the Supervisor where the determination as to eligibility of the applicant will be made. If the applicant is otherwise eligible, the applicant becomes an active voter.
 - Numbers that cannot be verified will be sent to the Bureau of Voter Registration Services (Bureau). The Bureau will check the record for any data entry errors using the scanned image of the application in FVRS and will check the information on the application against information provided by the DHSMV. If the Bureau can resolve the issues, the application will be routed to the Supervisor for activation.

Division of Elections

R. A. Gray Building, Room 316 • 500 South Bronough Street • Tallahassee, Florida 32399-0250
Telephone: (850) 245-6200 • Facsimile: (850) 245-6217
election.dos.state.fl.us

- Numbers that cannot be verified or resolved by the Bureau will be routed to the Supervisor for follow-up with the voter.
2. For applications that were not verified or resolved, the Supervisor must notify the applicant that the number provided could not be verified and that the applicant must provide evidence to verify the authenticity of the applicant's number. A sample letter is attached. To satisfy the authentication requirement, the applicant may present his or her driver's license, Florida identification card, or social security card. In lieu of appearing before the Supervisor with this evidence, a copy of the relevant document may be mailed, faxed, or emailed to the Supervisor. The document provided does not need to match the number as was provided on the application. For example, the driver's license number on the application does not have to match the driver's license number on the evidence provided by the applicant. In addition, an applicant may provide the last four digits of his or her social security number on the application but may mail in a copy of his or her driver's license.
 3. If the applicant provides a copy of a current and valid driver's license, identification card, or social security number, the supervisor should retain the copy or make a copy of the document to be scanned and filed along with the application.
 4. If the applicant provides the evidence of his or her actual number, the applicant should be made an active voter, provided you determine the applicant is otherwise eligible. Note that as long as the completed application was received by the book-closing deadline, the applicant can vote in the upcoming election, even if the evidence is provided after the books have closed.
 5. The supervisor should revise the number that is contained in the Florida Voter Registration System to reflect the applicant's correct number. Change the source from "F" (form) to "P" (personally appeared). If the number provided on the original paper application is not the correct number, do not correct the paper application. Instead, attach the copy of the applicant's document to the file.
 6. If the applicant has not provided the evidence necessary prior to the applicant appearing at the polls, the person should be provided a provisional ballot. The applicant has until 5 p.m. of the second day following the election to provide the evidence necessary to verify their number. In lieu of appearing before the supervisor of elections, a copy of the document may be mailed, faxed, or emailed to the supervisor of elections. If the evidence is provided by the deadline, and all other requirements have been met, the provisional ballot will be counted.

____ County Supervisor
of Elections
101 Main St.
Any City, Florida 12345

Phone: (xxx) xxx-xxxx
Fax: (xxx) xxx-xxxx
Email: xxx@xxxxxx

Date

Dear -----

As required by the Florida Election Code, the Florida Division of Elections has attempted to verify the Florida driver's license number, Florida identification card number, or last four digits of the social security number provided on your voter registration application. The Division of Elections has notified us that they were unable to verify the _____ [insert as appropriate: driver's license, Florida identification card, or last four digits of your social security] number provided on your voter registration application.

To validate your voter registration application you will need to provide this office with a copy of your Florida driver's license or Florida identification card, if you have one, or your social security card (if you do not have a Florida driver's license number or identification card). You may provide this copy by mail, by fax, or by email. Or, you may bring your Florida driver's license, Florida identification card, or social security card to this office in person. The address, fax number and e-mail address of this office are at the top of this letter.

Please note that Florida law provides an exemption from the public records law for your driver's license number, identification card number or social security number. Therefore, your number will not become a public record and will remain confidential.

If you do not provide the necessary evidence prior to going to vote, you may not cast a regular ballot, but will be provided a provisional ballot. The provisional ballot will be counted if you provide the evidence described above to this office no later than 5 p.m. of the second day following the election.

If you have any questions, please do not hesitate to call our office at (xxx) xxx-xxxx.

Sincerely,

Supervisor of Elections

Attachment D

(To be filed under seal pursuant to this Court's October 23, 2007 Protective Order)

Attachment E

(To be filed under seal pursuant to this Court's October 23, 2007 Protective Order)

Attachment F

(To be filed under seal pursuant to this Court's October 23, 2007 Protective Order)

Attachment G

(To be filed under seal pursuant to this Court's October 23, 2007 Protective Order)