CHAPTER 2
MOTOR VOTER REGISTRATION PROVISIONS

The National Voter Registration Act requires that individuals be given an opportunity to register to vote (or to change their voter registration data) in elections for federal office when applying for or renewing a driver’s license or other personal identification document issued by a State motor vehicle authority [Section 5(a) with Section 3(3)].

Such individuals may decline the opportunity simply by failing to sign the voter registration application [Section 5(a)(1)]. Information regarding an individual’s failure to sign the voter registration application cannot be used for any purposes other than voter registration [Sections 5(b) and 5(c)(2)(D)(ii)].

Similarly, information on the particular motor vehicle office where a person registered must remain confidential and be used only for voter registration purposes [Section 5(c)(2)(D)(iii)].

Finally, any change of address submitted for a motor vehicle driver’s license shall also serve as a notice of change of address for voter registration purposes unless the individual states on the application that the change of address is not for voter registration purposes [Section 5(d)].

IMPORTANT ISSUES IN MOTOR VOTER REGISTRATION

States should consider the following issues while designing motor voter forms and procedures:

- the form to be used in the motor voter registration process
- a declination to apply for voter registration in a motor vehicle office
- the form to be used in the driver’s license change of address process
- the renewal of a driver’s license
- the transmittal of voter registration applications from motor vehicle offices to the appropriate election official, and
- administering a motor voter program.
The Form to Be Used in the Motor Voter Registration Process

There are several important aspects to the content and format of the form to be used in the motor voter registration process, including:

- the format of the form
- the data elements required
- the information and attestation items

The Format of the Motor Voter Form

Section 5(c)(1) of the Act requires that a voter registration application be “part of an application” for a State motor vehicle driver’s license. The House Committee Report amplifies the meaning of this phrase by noting that “the application for voter registration is [to be] simultaneous with an application for a driver’s license [Hse. Rpt., Section 5, page 8]. The House Committee Report further notes that:

Although the Committee would encourage States to adopt a single form for a voter registration application and a motor vehicle driver’s license in order to expedite the process, to minimize the duplication of information, and to establish a truly simultaneous application process, it recognizes that administrative and funding considerations may pose problems for some States. Thus Section 5(c) is so drafted to describe an application process that permits the use of two forms, one for the motor vehicle driver’s license application and one for the voting registration application, thereby avoiding any cost associated with revamping current procedures or computer programs.

The Committee believes that a single combined form will be both more effective and more cost-efficient over the long term, and encourages responsible officials to use such a combined form.

However, where two forms are used, it is expected and intended that such forms will be used simultaneously as part of a single, integrated application process. All applicants appearing at the motor vehicle office must be given an application that includes both forms [Hse. Rpt., Section 5, page 9].

And finally, the House Committee Report recognizes that “in some jurisdictions, the application process is fully computerized. In such cases, any form signed by an applicant during the process shall contain an attestation to the questions on the application...” [Hse. Rpt., Section 5, page 7]. Accordingly, the Act permits voter registration applications to be forwarded from the motor vehicle authority to the appropriate election authority “in machine readable or other format” [Section 5(c)(2)(E)].

The Act appears, then, to afford the States considerable latitude in designing the format of the voter registration application — provided that the opportunity to
register to vote is an integral part of the application for a driver’s license. Indeed, according to the House Committee Report:

It is the intent of the Committee that the application procedure should require the affirmative act of an applicant but only after the applicant has received a complete application that includes both the driver’s license and voter registration application forms. States are afforded latitude in this section to develop an application which meets the needs of the particular jurisdiction [Hse Rpt, Section 5, page 7].

*The Data Elements Required in a Motor Voter Application*

The law limits the data elements that can be required on a voter registration application in motor vehicle offices to those that are necessary to “prevent duplicate registrations” and (as with State and national mail registration forms) to those that are necessary to “enable State election officials to assess the eligibility of the applicant and to administer voter registration and other parts of the election process [Sections 5(c)(2)(B) and 9(b)(1)].

Moreover, in the case of a combined (or computer generated) motor voter registration form, the voter registration portion “may not require any information that duplicates information required in the driver’s license portion of the form (other than a second signature or other information necessary under subparagraph (C)” [Section 5(c)(2)(A)]. (The subparagraph (C) referred to in the quote contains the attestations described immediately below).

As a practical matter (in order to ensure that their motor voter registration forms match their State mail registration forms which, in turn, are constrained by what data elements are requested on the national mail registration form [Section 6(a)(2)]), States that must design or redesign their motor voter registration forms may want to await the promulgation by the Federal Election Commission of what data elements will be required on the national mail registration form (see Chapter 3).

By the same token, States not currently operating a motor voter registration program may want to re-examine the data elements requested in their driver’s license application process in light of the information requirements of their voter registration process.

*The Information and Attestation Items to Be Included in a Motor Voter Application*

In addition to the “necessary” data elements discussed immediately above, the law requires certain information and attestation items to appear on motor voter registration forms [Sections 5(c)(2)(C) and 5(c)(2)(D)]. These include:

- each eligibility requirement of the State (including citizenship)
- an attestation that the applicant meets each of these requirements, and
- the signature of the applicant, under penalty of perjury.
Moreover, the voter registration application must also include, in print identical to that used in the attestation portion of the form:

- the penalties provided by law for submitting a false voter registration application
- a statement that if the applicant declines to register to vote, that this decision will remain confidential and be used only for voter registration purposes, and
- a statement that if the applicant does register to vote, information regarding the office to which the application was submitted will remain confidential, again to be used only for voter registration purposes.

States that currently operate entirely computerized, paperless driver's license systems will nevertheless need to develop a document in order to capture the applicant's signature as well as to incorporate the above information either directly or by reference.

**A Declination to Apply for Voter Registration in a Motor Vehicle Office**

Readers should note that the original House version of the Act required driver's license applicants to decline in writing if they did not wish to register to vote. A Senate amendment, however, provided that the failure of the applicant to sign the voter registration application would suffice as a declination to apply to register.

Because the House accepted the Senate amendment in Conference, all references in the House Committee Report to a "declination in writing" in a motor vehicle office should be ignored since they were superseded by the Conference Committee [Conf. Stat., Section 5, page 17].

It is possible, though, that some motor voter programs might still elicit a declination from applicants (especially programs that are computer based or that have combined forms). In such cases, States will want to decide who should maintain the records of declinations — whether the motor vehicle office or the election office. Nothing in the law requires that information regarding declinations be forwarded to the election office. And as a practical matter, in order to minimize the paper flow and the transmittal burden on motor vehicle agencies, such information might be kept by the motor vehicle agency — provided that it is held confidential pursuant to Sections 5(b) and 5(c)(2)(D)(ii) of the Act.

**The Form to Be Used in the Driver's License Change of Address Process**

Many States permit licensed drivers to change their address either in person, by mail, or using the same form as an original application without having to re-apply for a license. In such cases, the Act requires that this change of address notification serve as a change of address for voter registration purposes "unless the registrant states on the form that the change of address is not for voter registration purposes" [Section 5(d)]. (Although not required by the Act, States might also want to include motor vehicle change-of-name notifications as a change of name for voter registration purposes).
This provision has ramifications on:

- the format of any such change of address form
- the data elements required in any such change of address form

*The Format of Any Driver's License Change of Address Form*

Because election officials generally require original signatures on any change to a voter registration record, the format of the driver's license change of address forms should accommodate this need either by forwarding the original form from the motor vehicle office to the election official, by the addition of a perforated separate notice to the election official, or by some sort of multi-ply (carbon or NCR type) form of which the election official would get the original.

*The Data Elements Required on Any Driver's License Change of Address Form*

The provisions of the law combined with the practical requirements of administering voter registration suggest the need for at least the following data elements on any driver's license change of address form:

- a question about whether the change of address is also for voter registration purposes
- name of the registrant
- former residential address
- former mailing address (if different from the former residential address)
- new residential address
- new mailing address (if different from the new residential address)
- signature of registrant
- date of signature

*A Renewal of a Driver's License*

States vary considerably in their manner of renewing driver's licenses. Those States that permit renewals by mail will want to include in their outgoing mailings a voter registration application. Those States employing a renewal process that incorporates a mailing, but requires the individual to appear in person at a motor vehicle office to complete the process (to enable a new license photograph to be taken, etc.) could provide a voter registration application in the outgoing mailing, and/or provide an opportunity for the individual to register to vote at the renewal office itself. Finally, those States that permit renewals by telephone will want to devise procedures that offer applicants an opportunity to receive a voter registration application.
Transmittal of Motor Voter Registration Applications to the Appropriate Election Official

The Act requires that State motor vehicle authorities transmit completed voter registration applications to the appropriate election official within ten (10) days after acceptance, or, if accepted within five (5) days before the close of registration, within five (5) days of acceptance [Section 5(e)]. The Act appears, however, to permit election officials to assume a more active role in the distribution and collection process.

Indeed, in States where motor vehicle jurisdictions are coterminous with election jurisdictions (for example, when they are both administered by county), local election officials might prefer to send a weekly courier to collect all the forms completed in the previous week and, where appropriate, to resupply the agency's stock.

States where motor vehicle jurisdictions are not coterminous with election jurisdictions (or where individuals may apply for a driver's license at any motor vehicle office in the State) face a different challenge.

In some cases, States may prefer to have the motor vehicle offices sort completed voter registration forms by election jurisdictions — using postage paid envelopes or pouches that are then forwarded to the appropriate local election officials in those jurisdictions.

In other cases, States may prefer to have some or all voter registration applications forwarded to a central State election authority for sorting and re-routing to the appropriate local election officials.

Nothing in the Act prohibits any of these procedures provided that such voter registration applications are received by the local election official within the ten or five day period prescribed by the Act or else are still accepted by the local election official even though they were received, by virtue of the State's procedure, after the ten or five day period prescribed by the Act.

Administering a Motor Voter Program

With regard to administering a successful motor voter registration program, the Federal Election Commission has available free of charge a publication entitled Innovations in Election Administration 6: Motor Voter Registration Programs summarizing the experiences of States that operated such programs prior to the enactment of the NVRA — how they work, problems encountered, recommended practices, and the like.

Three important aspects of administering a motor voter program that warrant consideration here are:

- the need to appoint someone in each motor vehicle driver's license office to be in charge of and responsible for voter registration activities
- the need to train all motor vehicle employees involved with voter registration, and
- the accountability of motor vehicle voter registration forms

**Putting Someone in Charge**
Research suggests that one of the principal ingredients of a successful motor voter program is to appoint someone in each motor vehicle office to be in charge of, responsible for, and enthusiastic about all voter registration activities — ensuring an adequate supply of forms (where appropriate), monitoring voter registration activities, training new employees, resolving coordination issues between State or local election officials, and the like. Such a task need not be full time, but it must be continuous.

**Training Motor Vehicle Employees**
A second ingredient to a successful motor voter program is the adequate training of all motor vehicle employees involved with voter registration — how to ensure that voter registration forms are completed and signed correctly, how to offer and provide assistance to registrants. After initial training of current employees, the training of new employees can be assumed by the motor vehicle person appointed to be in charge of the program.

**The Accountability of Motor Voter Registration Forms**
In monitoring the effectiveness of motor voter programs, many jurisdictions find it useful to account for the number of registration applications that are received from motor vehicle offices. And such a procedure gains importance in light of the record keeping and reporting requirements pursuant to the Act (see Chapter 7 below).

The manner in which motor voter registration applications can be monitored depends on how the application is taken in motor vehicle offices (see APPROACHES below). If the voter registration application is on a distinctive paper form (such as a combined form or a computer generated form), then monitoring incoming applications from motor vehicle offices is fairly simple. Similarly, purely electronic voter registration applications can be counted electronically.

When motor vehicle offices employ the State mail registration form as their application, maintaining accountability becomes a bit more complex. In such cases, election officials should consider printing or subsequently stamping their mail registration forms with sequential numbers. Sequentially numbering mail registration forms and distributing them in numbered batches to motor vehicle offices provides a basis for monitoring the process without divulging to the public the specific office in which any particular applicant registered. (See also the discussion of the accountability of mail registration forms under Chapter 3 and the accountability of agency registration forms under Chapter 4).
APPROACHES TO MOTOR VOTER REGISTRATION

Our examination of States currently operating motor voter registration programs suggests that there are three general models that have been developed in response to particular State needs and resources.

The first general model arises from jurisdictions that, for budgetary or other reasons, choose to implement an entirely paper based system. In this model an individual applying for or renewing a driver's license either

- is given a combined, multi-part driver's license and voter registration form (see SAMPLES below), or else

- is provided by the motor vehicle clerk with a voter registration form as determined by State law (presumably either the State mail registration form or else a special motor voter form designed for the purpose).

The individual then completes the voter registration application (with assistance from the motor vehicle clerk if requested), and then returns it to the clerk for transmittal to the appropriate election official. (In principle, this model also applies to States where driver's license applications or renewals are handled by mail except, of course, that the combined or separate forms are provided to the applicant who returns them both to the motor vehicle office).

Examples of, or variants on, this first general model may be found in Colorado, Minnesota, and the District of Columbia.

The second general model arises from jurisdictions that are fully automated in both their election and motor vehicle offices. In this virtually paperless model, the individual appears before a motor vehicle clerk who is first prompted by a computer program to ask if the applicant wishes to register to vote. If not, it is so noted in the computer and the program proceeds to ask only driver's license questions. If so, it is so noted in the computer which then proceeds to ask both driver's license and voter registration questions.

At the end of the interview, the applicant who wishes to register to vote provides a signature which is optically scanned onto an electronic record. The voter registration application, along with the recorded signature, are then transmitted electronically to the appropriate election official. (In principle — and if original signatures are required by law — the applicant's signature could be retained by the motor vehicle office or else forwarded separately to the appropriate election official.

An example of this second general model may be found in the State of Washington.

The third general model arises from jurisdictions in which the computer capabilities of the motor vehicle offices far exceed those of the election offices. (And this probably describes most jurisdictions). In this hybrid model, as in the fully computerized
model above, the individual appears before a motor vehicle clerk who is first prompted by a computer program to ask if the applicant wishes to register to vote. The response, whether positive or negative, is noted in the computer which proceeds to ask driver’s license questions.

The difference between this hybrid model and the fully computerized model is that at the end of the interview, for those who responded positively to the voter registration question, the motor vehicle computer completes a pre-printed voter registration application which already contains all duplicative information. The applicant need only complete any blank items on the voter application form, sign it, and return it to the clerk for transmittal to the appropriate election official. (In principle, the computer could be programmed to ask all items required on both forms if the applicant answers positively to the voter registration question).

Examples of, or variants on, this third general model may be found in Montana, Oregon, and Texas.
SAMPLE MOTOR VOTER REGISTRATION FORMS
"I declare that the facts relating to my qualifications as a voter recorded on this voter registration form are true. I am a citizen of the United States, I am not presently denied my civil rights as a result of being convicted of an infamous crime, I will have lived in this state, county, and precinct for thirty days immediately preceding the next election at which I offer to vote, and I will be at least eighteen years of age at the time of voting."

7. SIGN HERE
   X

WARNING
Knowingly providing false information on this voter registration form or knowingly making a false declaration about your qualifications for registration is a class C felony that is punishable by imprisonment for up to five years, or by a fine not to exceed ten thousand dollars, or by both such imprisonment and fine. (RCW 29.07.070)
### APPLICATION FOR VOTER REGISTRATION and:

- [ ] Drivers License
- [ ] Identification card
- [ ] Duplicate
- [ ] Change Address
- [ ] Name Change/DOB
- [ ] SSN
- [ ] other (see remarks)

**VOTER ID NUMBER**

**COUNTY CLERK USE ONLY**

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<th>County Clerk Use Only</th>
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<tr>
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<td>PRECINCT NUMBER</td>
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<td>MUNICIPAL PRECINCT</td>
<td>SCHOOL PRECINCT</td>
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**RESIDENCE ADDRESS**

- [ ] No Photo
- [ ] Photo
- [ ] residence address (street and number, apartment no., space no., etc.)

**DRIVER LICENSE**

- [ ] City/Town
- [ ] Zip Code
- [ ] County

**T.I.P.**

- [ ] Date of Birth
- [ ] Change DOB From
- [ ] Sex
- [ ] Weight
- [ ] Height
- [ ] Hair Color
- [ ] Eye Color

**DUPLICATE LICENSE**

- [ ] Current License Number
- [ ] Restrictions
- [ ] Social Security Number
- [ ] Donor
- [ ] Are you a U.S. citizen: [ ] Yes [ ] No
- [ ] MUNICIPAL PRECINCT

**CURRENT LICENSE NUMBER**

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**PREVIOUS LICENSE NUMBER**

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<th>Driver License/Applicant Signature</th>
<th>Date</th>
<th>Examiner/Clerk Signature</th>
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**POST OFFICE MAILING ADDRESS**

- [ ] Street and number, apartment no., space no., etc.

**IDENTIFICATION CARD**

- [ ] U.S. Citizen by: [ ] Birth [ ] Naturalization
- [ ] Party Affiliation: [ ] Republican [ ] Democrat
- [ ] Political Organization
- [ ] Colorado: [ ] Transfer Affiliation
- [ ] Unaffiliated
- [ ] Yes [ ] No

**DUPLICATE I.D. CARD**

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<th>Middle Name</th>
<th>Last Name (Jr., Sr., etc.)</th>
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**PREVIOUS I.D. NUMBER**

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<th>Former Residence Address</th>
<th>City/Town</th>
<th>State</th>
<th>Zip Code</th>
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**EXPIRES**

- [ ] Colorado: [ ] Transfer Affiliation
- [ ] Unaffiliated

**WARNING:** It is a Class 1 misdemeanor crime to swear or affirm falsely to your qualifications to register to vote.

- [ ] I, do solemnly swear (or affirm) that I am a citizen of the United States and that on the date of the next ensuing election I shall have attained the age of eighteen years and shall have resided in the state of Colorado at least twenty-five days and in my precinct at least twenty-five days before the election. I further swear (or affirm) that the present address I listed herein is my sole legal place of residence and that I claim no other place as my legal residence.

**T.I.P.**

- [ ] Office No.
- [ ] Voter Registration Applicant Signature
- [ ] Date
- [ ] Oath Administered By
- [ ] Date
**APPLICATION FOR: D.C. MOTOR VEHICLE OPERATOR'S PERMIT / VOTER REGISTRATION**

### SECTION 1. (Check the proper box for YOUR application)

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### FOR BMVS USE ONLY

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<th>I wish to be an Organ/Tissue Donor</th>
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### SECTION 3. (Change of Name Applicants ONLY)

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### SECTION 4. (Check YES or NO for the following questions)

1. Has your permit or privilege to drive EVER been suspended, revoked, or refused in the District of Columbia or elsewhere? YES [ ] NO [ ]
   If YES, where?

2. Has it been restored? YES [ ] NO [ ]
   If YES, give date of restoration

3. Do you have in your possession a valid operator's permit? YES [ ] NO [ ]
   If YES, where was it issued?

4. Do you have good natural eyesight for driving? YES [ ] NO [ ]
   If NO, do you wear glasses [ ] or contact lenses [ ]

### SECTION 5. (Check YES or NO for the following Questions)

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<th>STROKE OR PARALYSIS</th>
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<td>POOR MUSCLE CONTROL OR DIZZY SPELLS</td>
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Have you any physical defects not mentioned above, either temporary or permanent? YES [ ] NO [ ]
   If YES, explain briefly:

**PHYSICIAN'S CERTIFICATE** *(Required for applicants 70 years of age and above)*

I have examined this applicant and find him/her physically and mentally competent to operate a motor vehicle safely.

(Signature of Physician)  (Address, Including ZIP Code)  (Telephone Number)  (Date)

### SECTION 6. APPLICANT'S CERTIFICATE

I certify by my signature, under penalties of perjury, that the information given in this application is true to the best of my knowledge and belief.

(Signature of Applicant)  (Date)

---

**TO REGISTER TO VOTE IN THE DISTRICT OF COLUMBIA, COMPLETE AND SIGN FORM BELOW**
# Government of the District of Columbia — Department of Public Works — Bureau of Motor Vehicle Services

## APPLICATION FOR: D.C. MOTOR VEHICLE OPERATOR'S PERMIT / VOTER REGISTRATION

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### SECTION 2. (Fill in completely)  
Box if change of address

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<th>(Middle Name)</th>
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<td></td>
</tr>
</tbody>
</table>

### SECTION 3. (Change of Name Applicants ONLY)

<table>
<thead>
<tr>
<th>PRINT NAME OF APPLICANT (Last Name)</th>
<th>(First Name)</th>
<th>(Middle Name)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Court Record Number (If Applicable)</th>
<th></th>
</tr>
</thead>
</table>

### SECTION 6. APPLICANT’S CERTIFICATE

I certify by my signature, under penalties of perjury, that the information given in this application is true to the best of my knowledge and belief.

(Signature of Applicant)  
(Date)

### TO REGISTER TO VOTE IN THE DISTRICT OF COLUMBIA, COMPLETE AND SIGN FORM BELOW

Registering to vote will NOT add to your time here today – your Voter ID Card will be mailed to your home.

You may also use form below to file a CHANGE of name, address, or party with the Board of Elections.

### SECTION 7. CHOOSING YOUR PARTY

- [ ] DEMOCRATIC PARTY
- [ ] REPUBLICAN PARTY
- [ ] D.C. STATEHOOD PARTY
- [ ] NO PARTY (Independent)
- [ ] OTHER PARTY (write name below)

**PLEASE NOTE:**
To vote in a PRIMARY election in the District of Columbia, you must be registered with either the Democratic, Republican, or D.C. Statehood Party.

### SECTION 8. NAME AND ADDRESS ON LAST VOTER REGISTRATION

Name ________________________________

Address ________________________________

(If outside D.C., include county and state)

### SECTION 9. VOTER DECLARATION

**Read and Sign Below.**
I swear or affirm that:
- I am a U.S. citizen
- I live in the District of Columbia at the address above
- I will be at least 18 years old on or before the next election
- I am not in jail on a felony conviction
- I have not been judged "mentally incompetent" in a court of law
- I do not claim the right to vote anywhere outside D.C.

Signature ________________________________  
(Date)

Daytime Telephone No.: ________________________________

**WARNING:** If you sign this statement even though you know it is untrue, you can be convicted and fined up to $10,000 and/or jailed for up to five years.

**FORWARD TO BOEE**

2 – 15
IF YOUR NAME HAS CHANGED, COMPLETE THE FOLLOWING (ENTER ALL INFORMATION AS SHOWN ON PRESENT LICENSE)

<table>
<thead>
<tr>
<th>NAME</th>
<th>LICENSE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

STREET ADDRESS

<table>
<thead>
<tr>
<th>STREET ADDRESS</th>
<th>STATE</th>
<th>ZIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
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</table>

DO YOU WANT YOUR LICENSE TO INDICATE YOU ARE AN ANATOMICAL DONOR?  YES ☐ NO ☐

DO YOU WANT TO REGISTER OR Reregister to Vote Today?  YES ☐ NO ☐

If you answered "YES," complete the voter registration card below and return it to a DMV representative before you leave.

DMV WILL USE THE MEDICAL INFORMATION IN THE FOLLOWING TWO QUESTIONS ONLY FOR THE PURPOSE OF DETERMINING YOUR ELIGIBILITY TO DRIVE.

THE ANSWERS TO THE QUESTIONS WILL BE KEPT CONFIDENTIAL.

HAVE YOU HAD A LOSS OF CONSCIOUSNESS OR PHYSICAL CONTROL, OR HAS YOUR ABILITY TO DRIVE BEEN IMPAIRED WITHIN THE LAST TWO YEARS?  YES ☐ NO ☐

☐ EPILEPSY/SEIZURES ☐ INSULIN TREATED DIABETES ☐ HEART CONDITION ☐ STROKE ☐ DRUG USE ☐ MENTAL ILLNESS ☐ A PROBLEM WITH ALCOHOL ☐

OTHER (EXPLAIN) __________________________

HAVE YOU HAD A PROBLEM INVOLVING YOUR USE OF ALCOHOL OR DRUGS WITHIN THE LAST FOUR YEARS?  YES ☐ NO ☐

I UNDERSTAND IT IS AGAINST THE LAW TO MAKE ANY FALSE STATEMENT OR SHOW FALSE EVIDENCE OF AGE AND/OR IDENTITY ON THIS APPLICATION, IF I DO, MY PERMIT OR LICENSE WILL BE IMMEDIATELY CANCELED. IF I AM CONVICTED OF SUCH ACT(S), I FURTHER UNDERSTAND I CAN BE FINE OR SENTENCED TO JAIL, OR BOTH, ACCORDING TO OREGON LAW.

MY SIGNATURE BELOW CERTIFIES THAT ALL INFORMATION GIVEN ON THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

<table>
<thead>
<tr>
<th>NUMERO</th>
<th>DATE OF BIRTH</th>
<th>CLAAS</th>
</tr>
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<tbody>
<tr>
<td></td>
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</table>

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<tr>
<th>RESTRICTIONS</th>
<th>ENDOWMENTS</th>
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<tbody>
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</table>

<table>
<thead>
<tr>
<th>EXPIRE</th>
<th>WEIGHT</th>
<th>SEX</th>
</tr>
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<tr>
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</table>

<table>
<thead>
<tr>
<th>ISSUE DATE</th>
<th>ORIGINAL DATE</th>
</tr>
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</table>

56679 (10-91)

WARNING: Any person who supplies any information knowing it to be false, is subject upon conviction to imprisonment for not more than five years or a fine of not more than $100,000, or both.

<table>
<thead>
<tr>
<th>COUNTY</th>
</tr>
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337306

YOU MAY REGISTER TO VOTE IF:

1. YOU ARE A CITIZEN OF THE UNITED STATES;
2. YOU WILL BE 18 OR OLDER ON ELECTION DAY; AND
3. YOU ARE A RESIDENT OF OREGON

YOU MUST RE-REGISTER IF:

1. YOUR RESIDENCE OR MAILING ADDRESS CHANGES;
2. YOUR NAME CHANGES; OR
3. YOU WISH TO CHANGE POLITICAL AFFILIATION

A qualified person must complete this form, sign it, certification and return it to a Motor Vehicle Division representative. The date of registration is the date on which the legislature accurate and complete registration is received. To be eligible to vote, you must register by 5 p.m. on the 31st day before an election at which you intend to vote.

INSTRUCTIONS

1. COMPLETELY FILL OUT AND SIGN THE CARD.
2. PLEASE USE BALL POINT PEN.
3. RETURN THIS CARD TO A MOTOR VEHICLE DIVISION REPRESENTATIVE.

YOUR VOTER REGISTRATION IS IMPORTANT.

FOLLOW INSTRUCTIONS CAREFULLY. SYMPTOMS OR MISSING INFORMATION WILL RESULT IN REGISTRATION PROBLEMS.
CHAPTER 3
MAIL REGISTRATION PROVISIONS

The National Voter Registration Act requires States to accept and use what amounts to a national voter registration form as a means of applying for voter registration or updating voter registration data [Section 6(a)(1)]. This form is to be prescribed by the Federal Election Commission in consultation with chief State election officials [Section 9(a)(2)].

In addition, States are permitted to use their own State mail registration form provided that it meets the criteria described in Section 9(b) — the same criteria as pertain to the contents of the national form [Section 6(a)(2)] and to the contents of the form used at motor vehicle offices [Section 5(c)(2)(B)(ii)].

Such forms are to be made available by the chief State election official through governmental and private entities with particular emphasis on organized voter registration programs [Section 6(b)].

It is important to recognize that mail registration forms may well be used by participating public service agencies as explained in Chapter 4 (see also Section 7(a)(6)(A) of the law). And, as noted in Chapter 2, they might also be used in some motor-voter programs (see also Hse. Rpt under Section 5 on page 9).

Finally, Section 6 of the law permits (but does not require) two possible security mechanisms.

The first of these is that States may require first time voters, who have registered by mail, to vote in person (presumably at the next subsequent election in which they offer to vote) unless their right to vote absentee is protected under the Uniformed and Overseas Citizens Absentee Voting Act, the Voting Accessibility for the Elderly and Handicapped Act, or under any other federal law [Section 6(c)].

The second possible security mechanism is that if the acknowledgment notice in response to a mail registration application is returned as undeliverable, the registrar may initiate the confirmation procedure discussed in Chapter 5 below [Section 6(d)].
IMPORTANT ISSUES IN MAIL REGISTRATION

Although the mail registration provisions of the law seem simple and straightforward, there are three important issues that must be considered. These are:

- the content and format of the form
- the transmittal of mail registration applications to the appropriate election official, and
- administering a mail registration program.

The Content and Format of the Mail Registration Form(s)

There are several important aspects to the content and format of the mail registration form(s), including:

- the data elements requested on the form(s)
- the information and attestation items that must appear on the form(s)
- the physical size, paper weight, and color of the form(s)
- the needs of certain special populations, and
- the layout of the national form.

Data Elements Required on Mail Registration Forms

The law limits the data elements that can be required on mail (and motor vehicle) voter registration forms to those that are “necessary to enable the appropriate State election official to assess the eligibility of the applicant and to administer voter registration and other parts of the election process” [Sections 9(b)(1) and 5(c)(2)(B)(ii)].

Although the Federal Election Commission is currently in the midst of research and rulemaking proceedings in order to determine what data elements the chief State election officials deem to be necessary in practice, our preliminary view is that the following data elements are likely to be requested:

- New registration vs. change of address vs. other change
- Name of applicant (incl any suffix)
- Address where you live (incl apt or unit no.)
- Address where you get your mail (if different from above)
- Date of birth
- Telephone number (optional)
- Political party preference (where appropriate)
- Identification number required or requested by your State
- Signature with oath
- Date signed
- Person who assisted (if any)
- Previous address
- Previous name (if appropriate)
- Map area for rural residence (if appropriate)

By the same token, our preliminary view is that the following items will not be requested:

- Race
- Gender
- Place of birth
- Occupation
- Naturalization information
- Information regarding criminal conviction
- Information regarding mental incapacity
- Height
- Weight
- Hair color
- Eye color
- Marital status
- Misc. (maiden name, mother's maiden name, etc.)

We anticipate that the definitive list of data elements to be included on the national voter registration form will be promulgated during the second quarter of 1994. In the interim, it is crucial for State officials to recognize that even though State mail
and motor vehicle voter registration forms must meet the same criteria as apply to
the national mail registration form, THERE IS NO NEED FOR STATES TO DE-
LAY THEIR IMPLEMENTATION OF THE NVRA UNTIL THE FINAL NATIONAL
MAIL REGISTRATION FORM IS AVAILABLE. RATHER, STATES SHOULD
PROCEED ON THE BASIS OF THE DATA ELEMENTS RELEASED BY THE
FEC.

Information and Attestation Items to Appear on Mail Registration Forms
In addition to the “necessary” data elements, the law requires certain information
and attestation items to appear on mail registration forms [Sections 9(b)(2) and (4)
and Section 8(a)(5)(B)]. These include statements that:

- specify each eligibility requirement of the State (including citizenship)
- contain an attestation that the applicant meets each such requirement
- specify the penalties provided by law for submitting a false voter registration
- require the signature of the applicant, under penalty of perjury and, in print that is
  identical to that used in the attestation portion of the application, (presumably for
  when the application is being completed in a public agency)
- a statement that, if an applicant declines to register to vote, the fact that the
  applicant has declined to register will remain confidential and will be used only
  for voter registration purposes, and
- a statement that if an applicant does register to vote, the office at which the
  applicant submits a voter registration application will remain confidential and
  will be used only for voter registration purposes.

The law also prohibits any requirement for notarization or other formal authentication
on mail registration forms [Section 9(b)(3)].

Size, Weight, and Color
Important aspects of the national mail registration form (although State mail regis-
tration forms may vary in this regard) are physical size, paper stock weight, and
color. Ideally, the final national form will be of a size and weight convenient for
filing. By the same token, all mail registration forms should be of dimensions,
weight, and color contrast (between the ink and the paper stock) that fall within the
Postal Service specifications for mailed items (see Appendix F).

Federal Election Commission currently anticipates that the national voter regis-
tration form will end up being a 5"x8" card (even though accompanying instructions
and information may require the form to be contained within a booklet, as explained
under “Layout” below). As a purely practical matter (especially for filing purposes),
States may want to consider a 5"x 8" standard size.
The Needs of Certain Special Populations
In designing or redesigning their mail registration forms, States will want to pay particular attention to the needs of certain special populations identified in Chapter 1.

Layout
The final important aspect of the national mail registration form is layout. This is especially true since, pursuant to the information and attestation requirements cited above, the national form must contain information regarding the voter qualifications of each State. In addition, the Federal Election Commission is concerned about:

- the fact that Section 6(a)(2) of the law requires that the form be usable as a change-of-address form as well as an original registration
- the need to accommodate electronic imaging of either the whole document or, at least, of the signature portion
- the need to provide clear instructions to the applicant for completing each item on the form
- the potential need for providing additional information (such as where to mail the form, the voting accessibility rights of the disabled, and possibly other information of general and practical interest).

The Federal Election Commission is currently inclined to the view that one practicable way of accommodating all the aspects of the national mail registration form described above is through a national voter registration booklet containing one or more tear-out forms that applicants may complete and forward to their appropriate voter registration official. But at this time, the question of format remains a matter of rule making in which alternative views and ideas are welcome. Again, however, STATES NEED NOT DELAY THEIR IMPLEMENTATION OF THE NVRA UNTIL THE FINAL FORMAT OF THE NATIONAL VOTER REGISTRATION FORM IS DECIDED. RATHER, STATES SHOULD PROCEED ON THE BASIS OF THE DATA ELEMENTS TO BE CONTAINED ON THE FORM AS RELEASED BY THE FEC.

The Transmittal of Mail Registration Applications to the Appropriate Election Official
There are three ways in which mail registration applications might be transmitted:

- delivery in person by the registrant
- delivery in person by a third party, or
- delivery through the postal system.
Delivery in Person by the Registrant

Nothing in the Act prohibits a registrant from delivering a mail registration application in person to the election office. And any such prohibition in State law would appear contrary to the purposes of the Act inasmuch as it requires States to “accept and use” mail registration forms “for the registration of voters in elections for Federal office” [Section 6(a)(1)].

Delivery in Person by a Third Party

Similarly, nothing in the Act prohibits a third party from delivering mail registration forms in person to the election office. And again, any such prohibition in State law would appear contrary to the purposes of the Act for the same reason as cited above. Moreover, the Act clearly intends the mail registration form to be employed by third parties when it instructs chief State election officials to make such forms available “with particular emphasis on making them available for organized voter registration programs.

Delivery through the Postal System

The Act requires election offices to accept and process mailed voter registration applications that are postmarked not later than 30 days before the election or some lesser time provided by State law [Section 8(a)(1)(B)].

In other words, the Act applies the voter registration deadline to when the form was mailed by the applicant rather than to when it is received by the election office.

As a practical matter, however, postmarks are not always applied by the Postal Service. And even when they are, they are not always readable. States may therefore want to consider accepting “any voter registration application that is postmarked not later than the deadline for voter registration or, if the post mark is missing or unclear, is received in the mail not later than five days after the deadline for voter registration” — this on the presumption that any item arriving within five days after the deadline without a clear postmark was nevertheless probably mailed before the deadline. The practical advantage of this five day period is that it conforms to the five day period granted to motor voter and agency transmittals of registration applications. Such an arrangement yields a single deadline for receiving all registration applications except those that are clearly postmarked before the close of registration but seriously delayed in the mails.

Administering a Mail Registration Program

With regard to administering a successful mail registration program, the Federal Election Commission will be distributing in 1994 a report summarizing the experiences of the States that currently have mail registration — how they work, problems they have encountered, recommended practices, and the like.

In the interim, there are three important aspects of administering a mail registration program that warrant consideration:
the accountability of mail registration forms

• the appropriate postal markings and indicia to be used on the front of the mail registration document, and

• the distinction between a verification mailing and an acknowledgment notice.

The Accountability of Mail Registration Forms
Many jurisdictions have found it useful to print or to subsequently stamp mail registration forms with sequential numbers.

The traditional purpose of this practice is to monitor the accuracy and efficiency of private registration drives. Private organizations are provided with mail registration forms by number batches. An excessive number of cards from any one batch that return improperly completed may indicate that further training is needed for the members of whatever group was issued that block of numbers.

The same principle gathers importance in light of the record keeping and reporting requirements of the law discussed in Chapter 7 below. Sequentially numbering State mail registration forms (and perhaps even shrink wrapping them in numbered batches) might facilitate the monitoring of participating public assistance agencies without divulging to the public the specific agency in which any particular applicant registered.

As a final note on accounting for mail registration forms, States that opt to require first time voters who have registered by mail to vote in person (in the next subsequent election in which they vote) will want to devise a coding or record keeping system to enable such a procedure to work — perhaps an “M” in the field normally used to designate an absentee voter.

Appropriate Postal Markings and Indicia
In order to facilitate the processing of State mail registration forms through the Postal Service, States may wish to design the front of their forms (as well as the fronts of the other mailed items required by the law) in accordance with the specifications set out in an article entitled “Expediting Official Election Mailings” which appeared in Volume 14, Spring 1987 of the FEC Journal of Election Administration and is reprinted below in Appendix F.

The Distinction between a Verification Mailing and an Acknowledgment Notice
The NVRA requires the registration official “to send notice to each applicant of the disposition of the application” [Section 8(a)(2)]. In order to avoid confusion with the other notices which the Act entails, we at the FEC refer to this notice as the “acknowledgment notice” (see definitions in the Introduction).

As noted previously in this Chapter, if such an acknowledgment notice in response to a mail registration application is returned as undeliverable, the registrar may initiate the confirmation procedure described in Chapter 5 below [Section 6(d) of the law].
Some jurisdictions, however, routinely send out a verification mailing to each applicant in order to confirm the applicant’s address before adding the applicant to voter registration list. We at the FEC refer to this procedure as a “verification mailing” (again, see definitions in the Introduction).

The crucial distinction is that the NVRA neither requires nor prohibits a verification mailing before adding an applicant’s name to the voter registry. Indeed, such a verification mailing would seem to fall into the category of making “determinations as to the applicant’s eligibility, such as citizenship, as are made under current law and practice” and would appear permissible [Hse. Rpt., Section 5, page 8].

The significance of this distinction is that if a verification mailing is returned as undeliverable, the law does not prohibit the registrar from refusing the application — provided that such a refusal is followed by an acknowledgment notice to that effect in accordance with Section 8(a)(2) of the law. If, on the other hand, the applicant’s name is first added to the registration list and is then sent an acknowledgment notice which is returned as undeliverable, then Section 6(d) of the law limits the registrar to following a confirmation procedure (described in Chapter 5 below) whereby the applicant is sent a confirmation mailing and must, if not respond to, be maintained on the voter registration list for two subsequent federal elections in accordance with Section 8(d) of the law.

There is, then, an important distinction between a verification mailing and an acknowledgment notice as we have defined them.
SAMPLE MAIL REGISTRATION FORMS
**RURAL VOTERS**

PLEASE COMPLETE THIS SECTION ONLY IF YOU LIVE OUTSIDE THE CITY LIMITS OF ANY CITY, AND YOU DO NOT KNOW THE TOWNSHIP AND SECTION NUMBER IN WHICH YOU LIVE.

Please do not attempt to provide directions to get to the location, but instead describe where it is.

1. I live _______ miles _______ N,S,E or W
2. and _______ miles _______ N,S,E or W of landmark or highway junction.

**MORE INFORMATION**

1. To register to vote, you must be a citizen of the United States, at least 17½ years old, and declare Iowa as your voting residence. (You must be at least 18 years old to vote.)
2. This form must be received by your County Auditor by the 10th day preceding a primary or general election, or by the 11th day preceding any other election, or postmarked by the 15th day preceding any election to be valid for that election.
3. You should receive a receipt of this registration within 10 days. If you do not, please contact your County Auditor. Be prepared to state when and where you filled out the form, and to whom it was given or sent if you did not personally mail or take it to the Auditor.
4. There are other ways to register. Contact your County Auditor if you need assistance.

**INSTRUCTIONS**

1. Use this form to register to vote, or to report a change of name, address, telephone number or party affiliation. Please check the appropriate box(es) at the top right. If you are uncertain you are presently registered in the county in which you live, check the "new registration" box.
2. The following information is required:
   a. Your full name.
   b. Your birth date.
   c. Your complete address, including apartment and box numbers.
   d. Your gender.
   e. The name of the county in which you live.
   f. When you were last registered to vote.
   g. Your signature.
3. The following information is requested:
   a. Your Social Security number. Solicited pursuant to Iowa Code Section 48.5, this number is used to avoid multiple registrations for a single individual.
   b. The name of the city and school district in which you live. If you do not live inside a city, list the name of the township and section number in which you live. If you do not know your township and section number, complete the "RURAL ROUTES" section on the reverse side of the form.
   c. Your telephone number, including area code.
4. Detach this stub before mailing the form.

**ALTERNATE REGISTRATION FORM**

Please see instructions at left.

**PLEASE PRINT**

<table>
<thead>
<tr>
<th>NAME:</th>
<th>Last First and Middle</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE OF BIRTH:</td>
<td>Month Day Year</td>
</tr>
<tr>
<td>SOC. SEC. NO. (IF AVAILABLE):</td>
<td></td>
</tr>
<tr>
<td>ADDRESS:</td>
<td>House number &amp; street (or rural route) plus apartment &amp; box number</td>
</tr>
<tr>
<td>CITY, STATE, AND ZIP CODE:</td>
<td></td>
</tr>
</tbody>
</table>

**PREVIOUS REGISTRATION INFORMATION:** I was previously registered to vote in...

| CITY (IF INSIDE LIMITS): | |
| TOWNSHIP (IF OUTSIDE CITY): | |
| SECTION NUMBER (IF OUTSIDE CITY): | |

**CHECK ALL THAT APPLY:**

☐ Name ☐ Address ☐ Telephone ☐ Party

**COMPLETE ALL YOU KNOW**

COUNTY NAME: ____________________________

SCHOOL DISTRICT: ____________________________

CITY (IF INSIDE LIMITS): ____________________________

TOWNSHIP (IF OUTSIDE CITY): ____________________________

SECTIION NUMBER (IF OUTSIDE CITY): ____________________________

**FOR OFFICE USE ONLY**

Registration card: ____________________________

Codes: ____________________________

Signature: ____________________________ Date: ____________________________

Form 2E (Rev. 88) CFN-337-5005 CPT-56929