

## MONROE COUNTY BOARD OF ELECTION

**Subject:** **Voter Registration Drives**

**Adoption Date:** **February 4, 2026**

**Effective Date:** **February 4, 2026**

### **Voter Registration Drive Policy**

**Purpose/Goal:** The purpose of this policy is to establish consistent procedures and ensure compliance with all applicable local, state, and federal laws during voter registration efforts. The goal is to promote the efficient processing of all voter registration applications in Monroe County.

**Overview:** This policy applies to all individuals, organizations, and volunteers participating in voter registration drive under the auspices of their organization.

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#### **1. Nonpartisan Conduct**

All voter registration activities must be conducted in a strictly nonpartisan manner. Organizers shall allow all participants to register for any political party/body.

#### **2. Compliance with Laws**

All drives must comply with:

- National Voter Registration Act (NVRA)
- State-specific election code requirements (e.g., Pennsylvania Election Code)
- Deadlines for registration submission
- Rules regarding compensation (e.g., no pay-per-registration schemes)

#### **3. Registration Form Handling**

- All completed voter registration applications must be securely stored until submission to the county elections office.
- Forms must be **received** to the appropriate county elections office prior to the applicable deadline for submission of voter registrations before each election (if unsure of that date, please contact the county elections office). If registration forms are sent by mail, it must be **received** by the deadline. Late applications will not be accepted, even if they are postmarked by the deadline.

- Applications should be submitted without delay after they are received and most importantly in advance of the applicable registration deadline.
- If forms are mailed, a receipt or tracking system should be used, if available, to verify delivery to the county elections office.
- The group conducting the registration drive must place the name of the group on the registration form prior to delivery to the county elections office to aid in addressing any issues.

#### **4. Prohibited Activities**

The following activities prohibited:

- Altering or withholding completed registration forms
- Offering incentives to register or to register with a particular affiliation
- Collecting personal information not required for voter registration
- Conducting drives at times or places that could be construed as coercive or misleading
- Conducting drives after the applicable registration date for the current election.
- Harvesting of personal information.

#### **5. Accessibility and Inclusion**

Drives should be inclusive and accessible, with accommodations for individuals with disabilities and materials.

#### **6. Public Transparency**

Participants should identify themselves as part of their organization and inform registrants that this is not an official government voter registration agency.

#### **7. Reporting and Accountability**

Any concerns or irregularities should be reported to the designated supervisor of the registration drive or a county election official. Violations may result in disqualification from future participation in registration drives.

For information on conducting drives please see: *Guide to Running a Voter Registration and Mail Ballot Application Drive*, Pennsylvania Department of State, <https://www.pa.gov/content/dam/copapwp-pagov/en/vote/resources/documents-and-forms/PA-Voter-Registration-Guide.pdf>

All prior policies or directives or parts of policies and/or directives that are contrary to the provisions of this policy are hereby repealed to give this policy full force and effect. If any section, clause, sentence, provision, **or** any part of this policy is held to be invalid or unconstitutional, the remaining sections, clauses, sentences, or parts not included therein, will remain in full force.

Exceptions to this policy may be made by the Director of Elections of the Monroe County Board of Elections.