



COUNTY OF SAN LUIS OBISPO
OFFICE OF THE CLERK-RECORDER

Elaina Cano - County Clerk-Recorder/Registrar of Voters
Melissa Lile - Deputy Director Registrar

APPLICATION FOR CONFIDENTIAL VOTER REGISTRATION INFORMATION

Pursuant to Elections Code §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 this application.

Name of Applicant (First, Middle, Last): ID # (Driver's Lic. #, State and Expiration Date):

E-mail: Phone:

Residence Address (No PO Box):

Mailing Address (If different from Residence Address):

IF OBTAINING INFORMATION ON BEHALF OF SOMEONE ELSE:

Name of Person, Organization, Company, Committee, Association, or Group Requesting Information:

E-mail: Phone:

Residence or Business Address:

Name of Person Authorizing or Requesting Applicant to Obtain Voter Information:

INFORMATION REQUESTED/PURPOSE

Please select the purpose for your request:

ELECTION JOURNALISTIC SCHOLARLY POLITICAL RESEARCH GOVERNMENTAL

Specific Information Requested:

Explain in detail the intended use of this information (If more space needed, attach an additional page):

The aforementioned voter registration information set forth in Affidavits of Registration or derived from computer terminals, electronic data processing tapes or disks, printed labels, and/or computer-printed listings will be used only for election, scholarly, journalistic, political, or governmental purposes as determined by the Secretary of State and in accordance with Elections Code §§2188 and 2194. The information (or a portion or copy thereof) will not be sold, leased, loaned, or given to any person, organization, or agency, without first receiving written authorization to do so from the Secretary of State or the County Elections Official.

I certify, under penalty of perjury, that the information on this form is true and correct under the laws of the State of California:

DATE: PLACE OF SIGNING:

SIGNATURE (Full Name as Applicant Above):

NOTE: A new application and copy of your DL or ID card must be submitted with each request.

FOR OFFICE USE ONLY

ID CHECKED BY: RECEIPT #:

NUMBER OF VOTERS: TOTAL COST:

County of San Luis Obispo Clerk-Recorder

1055 Monterey Street, Suite D120 | San Luis Obispo, CA 93408
(P) 805-781-5080 | (F) 805-781-1111 | www.slovote.com

**EXTRACTS/JOB/REPORTS AVAILABLE**

**ALL** files with voter information will be password protected. Please provide a password that you will remember. Password: \_\_\_\_\_

INFORMATION REQUESTED (Please select all that applies)	Cost	Subtotal
<input type="checkbox"/> <b>VOTER DATA EXTRACT (TXT File Only) (Extract includes Vote By Mail Voters)</b> <b>Jurisdiction</b> (Specify below Countywide, District Name, City Name/District, Precinct(s)): _____ <input type="checkbox"/> <b>All Parties</b> <input type="checkbox"/> <b>Specify Party/Parties:</b> _____ <input type="checkbox"/> <b>Include Voter History</b> - (May choose either ALL or up to 5 elections) <input type="checkbox"/> <b>Single File</b> (Up to 5 elections ONLY, please specify below) <input type="checkbox"/> <b>Separate Files</b> (for ALL History)	\$51.00 set up and \$0.50 per 1,000 names	\$ _____
<input type="checkbox"/> <b>VOTE BY MAIL EXTRACT (TXT File Only)</b> <input type="checkbox"/> <b>Generate by issued date (AVMJ010)</b> <input type="checkbox"/> <b>Generate by returned date (AVMJ011)</b> <b>Jurisdiction</b> (Specify below Countywide, District Name, City Name/District, Precinct(s)): _____ <input type="checkbox"/> <b>No Party in Extract</b> <input type="checkbox"/> <b>Show all Parties</b> <input type="checkbox"/> <b>Specify Party:</b> _____ <input type="checkbox"/> <b>Include Mail Ballot Precinct Voters</b> <input type="checkbox"/> <b>Exclude Returns</b> (This ONLY applies to AVMJ010)	\$51.00 set up and \$0.50 per 1,000 names	\$ _____
<b>OTHER EXTRACTS/JOB/REPORTS AVAILABLE</b> <input type="checkbox"/> <b>Precinct Index by District/ Walking List (MVMR010) (PDF Only)</b> <input type="checkbox"/> <b>Districts/Precincts with Registration (PDMR005) (PDF Only)</b> <b>Jurisdiction</b> (Specify below Countywide, District Name, City Name/District, Precinct(s)): _____	\$0.50 per 1,000 names for MVMR010 Walking List; no cost for PDMR005/PDMJ001 except if printed	\$ _____
<b>Media Charges</b> (NOTE: A \$46.00 processing fee will apply if there are insufficient funds for the check): <input type="checkbox"/> CD ROM <b>\$2.00</b> <input type="checkbox"/> Email <b>\$1.00</b> <input type="checkbox"/> Printed copy (for PDF files only) <b>\$0.10 per page</b>	Costs Vary	\$ _____
<p align="right"><b>SET UP FEE \$51.00 (per request)</b></p> <p align="right"><b>TOTAL AMOUNT DUE</b></p>	\$ _____ \$ _____	\$ _____ \$ _____

# APPLICABLE ELECTIONS CODE SECTIONS

## **Elections Code §2188:**

- (a) Any application for voter registration information available pursuant to law and maintained by the Secretary of State or by the elections official of any county shall be made pursuant to this section.
- (b) The application shall set forth all of the following:
- (1) The printed or typed name of the applicant in full.
  - (2) The complete residence address and complete business address of the applicant, giving street and number. If no street or number exists, a postal mailing address as well as an adequate designation sufficient to readily ascertain the location.
  - (3) The telephone number of the applicant, if one exists.
  - (4) The number of the applicant's driver's license, state identification card, or other identification approved by the Secretary of State if the applicant does not have a driver's license or state identification card.
  - (5) The specific information requested.
  - (6) A statement of the intended use of the information requested.
- (c) If the application is on behalf of a person other than the applicant, the applicant shall, in addition to the information required by subdivision (b), set forth all of the following:
- (1) The name of the person, organization, company, committee, association, or group requesting the voter registration information, including their complete mailing address and telephone number.
  - (2) The name of the person authorizing or requesting the applicant to obtain the voter registration information.
- (d) The elections official shall request the applicant to display his or her identification for purposes of verifying that identifying numbers of the identification document match those written by the applicant on the application form.
- (e) The applicant shall certify to the truth and correctness of the content of the application, under penalty of perjury, with the signature of his or her name at length, including given name, middle name or initial, or initial and middle name. The applicant shall state the date and place of execution of the declaration.
- (f) Completed applications for voter registration information shall be retained by the elections official for five years from the date of application.
- (g) This section shall not apply to requests for information by elections officials for election purposes or by other public agencies for governmental purposes.
- (h) The Secretary of State may prescribe additional information to be included in the application for voter registration information.
- (i) A county may not provide information for any political subdivision that is not wholly or partially contained within that county.

## **Elections Code §2188.3:**

A person or entity who has received voter registration information pursuant to an application made under Section 2188 shall, following discovery or notification of a breach in the security of the storage of the information, disclose the breach in security to the Secretary of State. The disclosure shall be made in the most expedient time possible and without unreasonable delay.

## **Elections Code §2188.5:**

- (a) A person who requests voter information pursuant to Section 2188 or who obtains signatures or other information collected for an initiative, referendum, political party qualification, or recall petition shall not send that information outside of the United States or make it available in any way electronically to persons outside the United States, including, but not limited to, access over the Internet.
- (b) For purposes of this section, "United States" includes each of the several states of the United States, the District of Columbia, and the territories and possessions of the United States.

## **Elections Code §2194:**

- (a) Except as provided in Section 2194.1, the affidavit of voter registration information identified in Section 6254.4 of the Government Code:
- (1) Shall be confidential and shall not appear on any computer terminal, list, affidavit, duplicate affidavit, or other medium routinely available to the public at the county elections official's office.
  - (2) Shall not be used for any personal, private, or commercial purpose, including, but not limited to:
    - (A) The harassment of any voter or voter's household.
    - (B) The advertising, solicitation, sale, or marketing of products or services to any voter or voter's household.
    - (C) Reproduction in print, broadcast visual or audio, or display on the internet or any computer terminal unless pursuant to paragraph (3).
  - (3) Shall be provided with respect to any voter, subject to the provisions of Sections 2166, 2166.5, 2166.7, and 2188, to any candidate for federal, state, or local office, to any committee for or against any initiative or referendum measure for which legal publication is made, and to any person for election, scholarly, journalistic, or political purposes, or for governmental purposes, as determined by the Secretary of State.
  - (4) May be used by the Secretary of State for the purpose of educating voters pursuant to Section 12173 of the Government Code.
- (b) (1) Notwithstanding any other law, the California driver's license number, the California identification card number, the social security number, and any other unique identifier used by the State of California for purposes of voter identification shown on the affidavit of voter registration of a registered voter, or added to voter registration records to comply with the requirements of the federal Help America Vote Act of 2002 (52 U.S.C. Sec. 20901 et seq.), are confidential and shall not be disclosed to any person.

(2) Notwithstanding any other law, the signature of the voter shown on the affidavit of voter registration or an image thereof is confidential and shall not be disclosed to any person, except as provided in subdivision (c).

(c) (1) The home address or signature of any voter shall be released whenever the person's vote is challenged pursuant to Sections 15105 to 15108, inclusive, or Article 3 (commencing with Section 14240) of Chapter 3 of Division 14. The address or signature shall be released only to the challenger, to elections officials, and to other persons as necessary to make, defend against, or adjudicate the challenge.

(2) An elections official shall permit a person to view the signature of a voter for the purpose of determining whether the signature compares with a signature on an affidavit of registration or an image thereof or a petition, but shall not permit a signature to be copied.

(d) A governmental entity, or officer or employee thereof, shall not be held civilly liable as a result of disclosure of the information referred to in this section, unless by a showing of gross negligence or willfulness.

(e) For the purposes of this section, "voter's household" is defined as the voter's place of residence or mailing address or any persons who reside at the place of residence or use the mailing address as supplied on the affidavit of registration pursuant to paragraphs (3) and (4) of subdivision (a) of Section 2150.

(f) Notwithstanding any other law, information regarding voters who did not sign a vote by mail ballot identification envelope or whose signature on the vote by mail ballot identification envelope did not compare with the voter's signature on file shall be treated as confidential voter registration information pursuant to this section and Section 6254.4 of the Government Code. This information shall not be disclosed to any person except as provided in this section. Any disclosure of this information shall be accompanied by a notice to the recipient regarding Sections 18109 and 18540. Voter information provided pursuant to this subdivision shall be updated daily, include the name of the voter, and be provided in a searchable electronic format.

Elections Code §18109. (a) It is a misdemeanor for a person in possession of information identified in Section 2138.5, or obtained pursuant to Article 5 (commencing with Section 2183) of Chapter 2 of Division 2 of this code or Section 6254.4 of the Government Code, knowingly to use or permit the use of all or any part of that information for any purpose other than as permitted by law. (b) It is a misdemeanor for a person knowingly to acquire possession or use of voter registration information from the Secretary of State or a county elections official without first complying with Section 2188. (Amended by Stats. 2015, Ch. 728, Sec. 85. Effective January 1, 2016. Conditionally operative as prescribed by Stats. 2015, Ch. 728, Sec. 88.)

Elections Code §18110. (a) For purposes of this section, "home address" means only street address and does not include an individual's city or post office address. (b) Any person or public entity who, in violation of Section 2194, discloses the home address or telephone number listed on a voter registration card of any of the following individuals is guilty of a misdemeanor: (1) An active or retired peace officer, as defined in Chapter 4.5 (commencing with Section 830) of Title 3 of Part 2 of the Penal Code. (2) An employee of a city police department or a county sheriff's office. (3) The spouse or children of the individuals specified in paragraphs (1) and (2) who live with those individuals. (c) Any person or public entity, who in violation of Section 2194, discloses the home address or telephone number listed on a voter registration card of any individual specified in paragraph (1), (2), or (3) of subdivision (b), and that violation results in bodily injury to any of those individuals, is guilty of a felony. (Added by Stats. 1994, Ch. 1207, Sec. 9. Effective January 1, 1995.)

## CALIFORNIA CODE OF REGULATIONS

California Code of Regulations §19002. Use of Registration Information; Limitations. Registration information obtained by any person from a source agency shall be used solely for election and governmental purposes. Cal. Code of Regulations §19003. Permissible Uses. Permissible uses of information obtained from a source agency shall include, but shall not be limited to, the following: 1. Using registration information for purposes of communicating with voters in connection with any election. 2. Sending communications, including but not limited to, mailings which campaign for or against any candidate or ballot measure in any election. 3. Sending communications, including but not limited to, mailings by or in behalf of any political party; provided however, that the content of such communications shall be devoted to news and opinions of candidates, elections, political party developments and related matters. 4. Sending communications, including but not limited to, mailings, incidental to the circulation or support of, or opposition to any recall, initiative, or referendum petition. 5. Sending of newsletters or bulletins by any elected public official, political party or candidate for public office. 6. Conducting any survey of voters in connection with any election campaign. 7. Conducting any survey of opinions of voters by any government agency, political party, elected official or political candidate for election or governmental purposes. 8. Conducting an audit of voter registration lists for the purpose of detecting voter registration fraud. 9. Soliciting contributions or services as part of any election campaign on behalf of any candidate for public office or any political party or in support of or opposition to any ballot measure. 10. Any official use by any local, state, or federal governmental agency.

California Code of Regulations §19004. Impermissible Uses. The following uses of registration information obtained from a source agency shall be deemed other than for election and governmental purposes: 1. Any communication or other use solely or partially for any commercial purpose. 2. Solicitation of contributions or services for any purpose other than on behalf of a candidate or political party or in support of or opposition to a ballot measure. 3. Conducting any survey of opinions of voters other than those permitted by Sections 19003(f) and (g). Cal. Code of Regulations §19005. Prior Written Authorization. No person who obtains registration information from a source agency shall make any such information available under any terms, in any format, or for any purpose, to any person without receiving prior written authorization from the source agency. The source agency shall issue such authorization only after the person to receive such information has executed the written agreement set forth in Section 19008.

# Minimizing Cyber Risk – Receiving a Confidential Voter File

You are receiving confidential voter information from the County of San Luis Obispo. Please note that the provided information is confidential and may only be used for election, scholarly, journalistic, political or governmental purposes. Please be aware that you are responsible for keeping this information secure.

Political parties, candidates and elections administrators cannot be alone in the fight against malicious actors who seek to undermine our elections. As political campaigns and organizations are targets of cyber threats, they too have a role and responsibility in defending our democracy. **Your actions are critical in maintaining public trust in our elections** and minimizing the threat of cyber incidents.

As an integral part of protecting our democracy, we wish to remind you to take preventative measures to reduce the likelihood and severity of cyber incidents.

## Recognized best practices for minimizing risk:

1. Establish an information security framework that allows your team to identify threats, create safeguards, detect incidents, respond quickly, and recover with resilience;
2. Control access to data and information systems; monitor vendors, contractors, and employees; and know what your users are doing with your data;
3. Beware of social engineering attempts, such as phishing emails, aimed at acquiring confidential or personal information from phone, email or other communications;
4. Educate your employees and volunteers on cybersecurity best practices, including how to recognize a phishing email, creating and maintaining strong passwords or passphrases, utilizing two-factor authentication, and avoiding dangerous applications;
5. Ensure your software and hardware security is up to date and properly configured;
6. Monitor user activity;
7. Back up your data;
8. Run regular security audits, assessments, and penetration testing; and
9. Monitor social media for false or misleading election information. Report such posts to social media platforms to the **California Secretary of State's Office of Election Cybersecurity** at [cybersecurity.sos.ca.gov](https://cybersecurity.sos.ca.gov).

## Other Resources:

- Harvard Kennedy School's Belfer Center for Science and International Affairs published **The Cybersecurity Campaign Playbook** in 2018, which provides information and strategies for keeping campaigns secure.
- The Department of Homeland Security's (DHS) Cybersecurity and Infrastructure Security Agency (CISA) provides services such as cybersecurity assessments, detection and prevention of threats, and information sharing and awareness. <https://www.dhs.gov/cisa/election-security>.
- The Global Cyber Alliance (GCA) offers several free toolkits to help election officials mitigate cyber risks. <https://gcatoolkit.org/elections/>.

## If you detect suspicious activity:

In the event you observe or detect any suspicious activity, please alert law enforcement officials immediately and please contact the San Luis Obispo County Clerk-Recorder's office or the Secretary of State's office with any important information. As a reminder, state law requires any entity that has access to voter data from the Secretary of State's office to report a breach of this information to the appropriate office as quickly as possible.