

VOLUNTEER DEPUTY REGISTRAR

FREQUENTLY ASKED QUESTIONS

Q: Must I personally be registered to vote in order to serve as a volunteer deputy registrar?

A: No. Pursuant to Section 13.031(d)(3) of the Code, to be eligible for appointment as a volunteer deputy registrar, a person must meet the requirements to be a qualified voter under Section 11.002 of the Code, except that the person is not required to be a registered voter.

Q: I have been designated a deputy registrar in County X. I will be at an event that will have attendees from County X along with County Y and County Z. May I register people from County Y and County Z?

A: No. Volunteer deputy registrar status is conferred on a county-by-county basis. To accept applications for residents of County Y or County Z, you would have to become a volunteer deputy registrar for those counties. You can provide applications to the attendees from County Y and County Z and direct them to mail the application to the appropriate county voter registrar's office. Under Section 13.044 of the Code, a person commits a Class C misdemeanor by acting as a volunteer deputy registrar when he or she does not have an effective appointment as a deputy registrar.

Q: May I photocopy a completed application before turning it in to the county voter registrar?

A: No. The VDR should not keep copies of completed voter registration applications because these documents contain information that is confidential by law. A VDR may wish to keep copies of the receipts for their records.

Q: I am a candidate and/or working for a campaign. May I serve as a volunteer deputy registrar?

A: Yes. There is no prohibition against a candidate or campaign worker serving as a deputy registrar, as long as they otherwise meet the qualifications described above and have been officially appointed as a volunteer deputy registrar. Similarly, there is no prohibition against a volunteer deputy registrar registering voters at a campaign rally or event. While working a rally or public event, a volunteer deputy registrar must offer registration to anyone who requests it.

Q: Is there any way for me to become a statewide volunteer deputy registrar?

A: No. Volunteer deputy registrar appointments are made on a county-by-county basis. Section 13.032 of the Code provides that a county may not refuse to appoint a person who meets the qualifications to become a VDR. A voter registrar may not refuse to appoint a volunteer deputy registrar on the basis of sex, race, color, creed, or national origin or ancestry.

Q: Is there a minimum age to become a volunteer deputy registrar?

A: Yes. A person must be at least 18 years of age to become a volunteer deputy registrar.

Q: I just want to hand out blank voter registration application forms and encourage people to register to vote. Can I do that without being appointed as a volunteer deputy registrar?

A: Yes. Anyone can provide blank application forms to voters for the voters to fill out and mail in themselves. If this is all you want to do, you do not have to be a volunteer deputy registrar. Also, if you are already a volunteer deputy registrar in one county, you can distribute blank forms in other counties where you are not a volunteer deputy registrar. It is the voter's action of submitting the registration application to you for review and delivery to the registrar that triggers the requirement to be an authorized volunteer deputy registrar.

Q: What if someone says he or she is already registered?

A: You may wish to advise the person that the new application form will be treated as an update if the old registration is in the same county and the voter is providing new information. If the person moved to a new county, he or she will need to register to vote in the new county. A person may update their voter registration by submitting a new application to the VDR and checking the box for "change" or by updating their information through the Texas.gov online portal.

Q: As a volunteer deputy registrar, may I appoint others to assist me in registering voters?

A: No. Each volunteer deputy registrar must be appointed directly by the county voter registrar or that registrar's deputy in the voter registrar's office.

Q: May a volunteer deputy registrar bundle completed applications and submit them to the voter registrar by mail?

A: No. There are two methods for a volunteer deputy registrar to submit applications to the county voter registrar. First, the volunteer deputy registrar may submit the applications to the voter registrar by personal delivery. Second, the volunteer deputy registrar may give the applications to another volunteer deputy registrar for personal delivery to the county voter registrar.

Q: I failed to submit the applications to the county voter registrar within the allotted period. What should I do now?

A: Submit them to the county voter registrar as soon as possible. Under the Texas Election Code, the voter's registration is not impacted by your late delivery of the application to the voter registrar—the date on which a completed registration application is submitted to you is considered to be the date of submission to the voter registrar for the purpose of determining the voter's effective date of registration. However, **the registration process cannot be completed until you deliver the application.**

Q: What do I do with my receipts?

A: For each completed voter registration application, a VDR must fill out a receipt in duplicate and give each applicant the original receipt. The duplicate receipts must be delivered to the voter registrar along with the applications. A VDR may wish to keep copies of the receipts for their records.

The VDR should return the receipt books to the voter registrar if their appointment is terminated and/or at the end of their appointment.

Q: What if I was appointed but still have not gone through the training?

A: Until you have completed the training, you may not receive any person's voter registration application.

For more information, contact the Secretary of State's office or the Voter Registrar (who may be the County Clerk, Elections Administrator, or Tax Assessor-Collector) in your county.

Q: If I have previously taken the volunteer deputy registrar examination and have received a certificate of appointment in one county, but would like to be appointed as a volunteer deputy registrar in another county, am I required to take the examination again in the new county?

A: No. You are not required to retake the examination in the new county if you previously took the exam and received a certificate of appointment in another county. You should complete and submit a Request for Appointment as a Volunteer Deputy Registrar with the new county. The voter registrar in the new county will appoint you as a volunteer deputy registrar and advise you of any county-specific procedures for completing the duties of a volunteer deputy registrar.