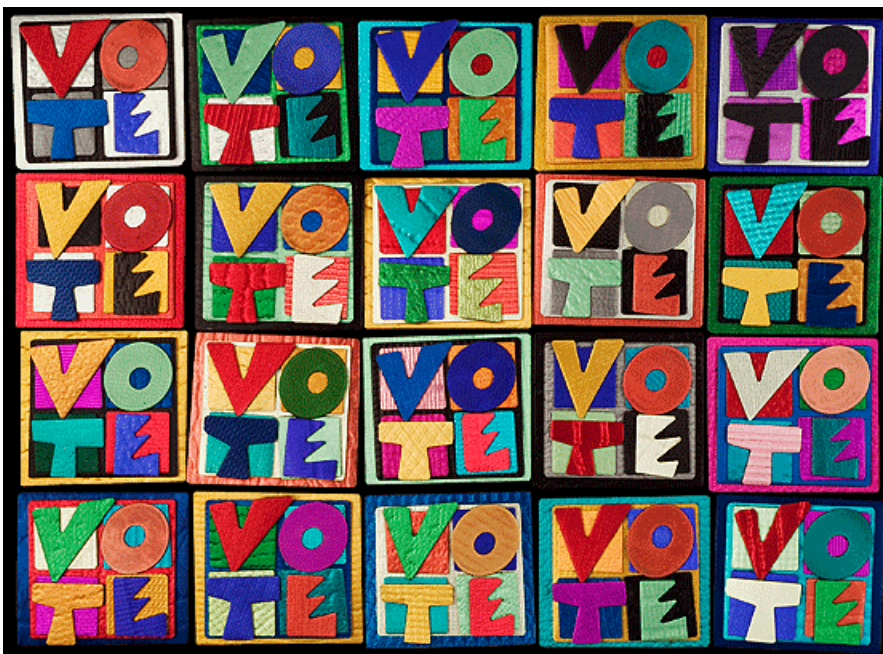


New York City Voter Registration Training Guide



**The League of Women Voters
of the City of New York**

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Introduction

Thank you for volunteering to register New York City residents to vote. You have chosen to participate in an important and rewarding outreach that will help others learn how to become more informed citizens. The League of Women Voters of the City of New York (LWVNYC) has been encouraging informed and active participation in government for over 100 years.

The purpose of this guide is to act as a reference as you either volunteer at a voter registration drive organized by the LWVNYC, or organize and conduct your own voter registration drives in New York City. The information covers many aspects of this process, from how a registration form needs to be filled out to general information about the New York City election process.

While this manual tries to cover all the information you should need to organize or volunteer for a voter registration drive, and answer questions about registration and voting requirements, there are situations that might not be covered. If that occurs, please contact the LWVNYC at 212-725-3541 so we can find an answer to the question.

Registration is not the end of the process. It is only the beginning. Democracy and majority vote mean very little if fewer than half of those eligible to vote perform their civic duty and vote.

Democracy is not a spectator sport.

About The League of Women Voters

The League of Women Voters of the City of New York (LWVNYC) is a non-partisan membership organization whose purpose is to promote informed and active citizen participation in government. We are committed to empowering citizens with the meaningful information needed to make sound decisions for our democracy.

Founded in 1919, the LWVNYC was an outgrowth of the Women's Suffrage movement. While the League's legislative priorities change to reflect the needs of society, our organization remains true to its basic purpose: to make democracy work for all citizens. Membership is open to all, regardless of gender, who support its causes. The League is supported by membership dues, admission fees at events, sales of publications, grants, and contributions from public-spirited individuals, businesses and organizations.

The League's enduring vitality comes from its unique decentralized structure; working at the national, state, and local levels.

In New York City, the League provides:

- Telephone Information Services: answering questions about city, state and national government, from 10:00 a.m. to 5:00 p.m. Monday - Friday.
- Educational publications, including: ***What Makes New York City Run?***, a citizen's guide to New York City government. ***They Represent You***, an annually updated directory of city, state and federal legislators who represent New York residents.
- Candidate debate moderators who inform and stimulate: The League and WABC, for example, were selected by the Campaign Finance Board to conduct the official televised candidate debates for the Mayoral, Comptroller and Public Advocate races during some municipal elections.
- Speakers on the political process and public issues and moderators for candidate forums.
- Helpful tools to contact your elected officials including the website mygovnyc.org in partnership with the CUNY Graduate Center.
- Impact on Issues: Highlighting key issues that the LWVNYC has studied.

Why Voter Registration Drives

A voter registration drive makes it easy for individuals to register to vote and/or get answers to their questions about eligibility, upcoming elections and resources. Usually registering to vote requires some effort, contacting the Board of Elections (BOE) to get a registration form, fill out the form, and then mailing it to the BOE. While citizens can also register when they apply for or renew their driver's license, many New Yorkers don't drive. By bringing the registration process to places where potential voters already frequent, we provide a service and promote democracy.

How to Plan and Conduct a Voter Registration Drive

If you are organizing a drive on your own or in conjunction with another organization:

- Select a Voter Registration Drive Coordinator.
- Select a date and time.
- Choose a location to hold the drive and get written permission to use the site, if applicable.
 - You will not need written permission to conduct a drive in a public space, such as a park or on the sidewalk. However, it is good practice to make sure you coordinate with any group or business the drive may impact.
 - If you will be by a subway station, be sure not to block flow of traffic and introduce yourself to a station agent.
 - Certain locations, such as farmers' markets require advance permitting.
- Publicize the event in organizational bulletins, community newspapers and fliers to the populations you wish to register. You can also announce the voter registration event through your website, Facebook, Twitter, or other social media.
- Get registration forms from your borough Board of Elections Office (addresses and phone numbers at the end of this section).
 - Citywide Board of Elections will mail up to 250 registration forms to individuals.
 - Registration forms are available in English, Spanish, Chinese, Korean and Bengali.
- Train your volunteers on registration requirements before the event begins.
- Have **black or blue pens** available (Blue or black ink is required on the application form).
- Make your registration table as attractive as possible, provide candy or other giveaways based on your budget. Display signs and posters in the registration area.
- Have information available on voters' rights: how to use the voting machine, the political parties, as well as literature on the importance of voting.
- If the registrant completes the form and turns it in to you, check to make sure the form is

completed correctly before the registrant leaves the table.

- The coordinator, or another representative of the organization sponsoring the event, should deliver the completed forms to the appropriate borough office of the Board of Elections or to the Board's central office in Manhattan at 32 Broadway, 7th floor.
 - **We advise you to deliver the forms to the Board of Elections office as quickly as possible to ensure that the people you have registered can vote in the next election without incident. Don't hold on to the forms to turn them in close to the registration deadline. The Board is overwhelmed with forms close to the deadlines and that's when mistakes are made.**
- If a registrant wants to take a form and mail it in, that is fine.
 - Point out the required document list on the registration form upper right side.
 - Mailed-in registration forms of first-time voters require identification (see item 13). If ID number is not provided on the form, or in response to a letter of request from the Board, the voter will be asked to produce identification at the polling place the first time he or she votes.

To participate in a LWVNYC organized drive

- Take the voter registration training workshop.
- Fill out the voter registration volunteer form – make sure it includes a good email address, clearly printed.
- You'll receive emails asking you to volunteer for specific events.
- If you want to volunteer for an event, respond to the email with any information requested, such as what shift(s) you can volunteer for, or if you can pick up or return registration materials to the LWVNYC office.
- If you are scheduled for an event, you will receive a confirmation via e-mail. When possible, newly trained volunteers will be paired with more experienced ones.
- One LWVNYC volunteer will bring the materials. Unless you are assigned this task, you just have to show up.
- Set up the table at your assigned space with the materials provided by the League.
 - Be sure **not** to include any material supporting a party or candidate, nor wear any pins or clothing supporting a party or candidate. Please wear a LWVNYC T-shirt or pin, if you have one. Remember all persons doing voter registration must be non-partisan at all times.
- If you are doing a drive without a table, but with a clip board, be sure to have literature handy in a League backpack.

- During the event please be sure to **fill out the tally sheet** shown below. This is very important for League records. Also make sure the tally sheet is returned to the League office.




Voter Registration Event Tracking Form

Please complete this form and submit it no later than one week after the voter registration event. Return this completed form to the LWVNYC office, email it to voter.services@lwnyc.org or enter the data into your confirmation email. Thank you!

1. Event Information		2. Volunteer Information
Event Title	Event Date	Name of Volunteer Completing this Form
Borough	Host Organization	Email of Volunteer Completing this Form
Location/Address	Type of Location (ex. high school, street fair, etc.)	LWV Volunteer Names and Shifts
Language(s) Spoken	Event Contact Person	

3. Event Totals		
Drive Date	Total Count	Tally
This is a workspace to help you keep count (ex. use abacus by hour or shift.) If you collect all completed applications, just enter the total count at left.		
Number of attendees at event (w/male)		
Number of voter registration forms completed at event		
Number of voter registration forms taken but not completed at event		
Number of absentee ballot applications completed on-site		
Number of LWVNYC membership applications completed at event		

4. Other Materials Used at Event	Please mark which materials were the most helpful.	5. Event Notes
<input type="radio"/> NYS Political Parade <input type="radio"/> Student Voting Guide <input type="radio"/> First Vote <input type="radio"/> 2019 Ballot Info <input type="radio"/> "Registration" Stickers	What other materials would you have liked to have at your event?	

- Ask registrants or other voters if they want to be reminded to vote. If so, have them fill out the reminder form shown below with either their e-mail address or mobile phone number.

May we remind you to vote?

By providing your phone or email, you agree to allow the League of Women Voters to contact you prior to the election to remind you to vote. We will also encourage you to remind your friends and family. **We will not share your information in any way and will use it only for this purpose.**

Name	Preferred Method of Contact (Phone or Email)

Borough Board of Election Offices

Bronx - 1780 Grand Concourse, Bronx, NY 10457 (718) 299-9017

Brooklyn - 345 Adams St, Brooklyn NY 11201 (718) 797-8800

Manhattan - 200 Varick Street, New York, NY 10014 (212) 886-2100

Queens - 118-35 Queens Blvd., Forest Hills, NY 11375 (718) 730-6730

Staten Island - 1 Edgewater Plaza, Staten Island, NY 10305 (718) 876-0079

Citywide Board of Elections Information - 32 Broadway, 7th Fl., NY, NY
<http://vote.nyc.ny.us/> - **212-VOTE-NYC (212) 868-3692 TTY (212) 487-5496**

Reaching Out to Prospective Registrants

A voter registration drive is **not *just to register new voters***; it also provides an opportunity to have voters change their address or party affiliation or learn about dates for an upcoming election, the offices and candidates, and any questions on the ballot or how to find where they vote.

Sitting behind the table is generally not enough to get people to stop. If there are a few people working the same drive and shift, they should alternate sitting at the table and reaching out those passing by.

As people pass you can ask:

- When did you last update your voter registration?
- Are you registered to vote at your current address?
- Have you checked to make sure your polling place hasn't changed?

When they say...	You can say...
I don't have time right now	<p>No problem, I don't want to take away from your day, so I'm happy to walk with you and even fill out the form for you as you go. <i>If they still refuse and it's clear they won't be convinced to do it now:</i> Here's a form to take with you; when you are done, just drop it in the mail - you don't even need a stamp!</p> <p>These five minutes can make a big difference! Your vote does matter – and the deadline is ____.</p>
I don't know if I'm eligible / I can't vote	Here is the list of eligibility requirements: Do these apply to you?
I don't know if I've already registered	<p>Can I help you look that up? Use https://voterlookup.elections.state.ny.us</p>
I don't vote because my vote doesn't count.	<p>I'm so sorry you feel that way - how frustrating! It can often feel that way, but your vote can make a HUGE difference, especially in local elections. There've been many times recently when an election was determined by a few hundred votes</p> <p>If your vote doesn't matter, why do you think so many people in power (who DO vote) are trying to make it harder for you to vote?</p>

They're all crooks	It's easy to get that idea that they're all crooks. But your vote can help change that. You have the power to take a situation you hate and make it much better. Get to know your representatives. They work for you after all. They're not mind-readers, and they WANT to hear from you.
I don't pay any attention to politics; government has nothing to do with me / I don't vote (am not interested)/ I don't care about politics	<ul style="list-style-type: none"> • <i>If someone says they're not interested or 'don't vote,' take a step back for moment and first clarify you're both on the same page; ask: "Can you help me understand what voting means to you?" Ensure that they actually understand what it means to vote and how they are involved.</i> • <i>If someone says government doesn't do anything for them, you can point out things immediately around you: accessible sidewalks, routine trash collection, police patrol, plowed and paved street, public transit, sewers, schools, healthcare, hurricane and storm protection, etc.</i> • The decisions politicians make affect you directly every day. <i>Ask them about their values or interests: What is important to you in your life? Try to have them focus on a pressing/major issue in the area. You can have some control over that!</i> • People are going to be elected to represent you whether you vote or not. If you don't vote, you don't have a stake in the decisions already being made for you. You're letting other people decide what is best for you. • You pay the salaries for elected officials as a taxpayer.
I don't want to be called for jury duty	<ul style="list-style-type: none"> • NYS voter registration listings are only one of many databases the state uses to select potential jurors, including: all IDs issued by the DMV, New York State income tax filers, recipients of unemployment insurance or family assistance or public benefits.
I don't know how or where to register	<ul style="list-style-type: none"> • You can register right here, right now, and we'll help you do it. It takes a minute or two, and we'll even turn in your completed form to the Board of Elections for you!
I don't have transportation to the polling places	<ul style="list-style-type: none"> • Not a problem: you have a number of options. You can contact the campaign of any candidate you plan on voting for, and they can arrange a ride for you on election. Or, you can go with a friend (or group of friends, neighbors, family, coworkers) that can help you with transportation and make sure all of your votes count!

The overall idea is to make the person feel listened to before trying to change their mind. Acknowledge their point of view. And then gently suggest an alternative way to look at the situation.

Other responses will vary from "I'm not a citizen," or, "I'm visiting from _____(other country)" or "I don't live in New York City/State." These responses are common in high tourist areas.

One question to never ask is, “Are you a citizen?” Even documented immigrants can find this threatening.

If a person is registered to vote, ask if they know the location of their polling place, or if they want information about the upcoming election (if information is available).

If there are questions on the ballot ask them if they are aware of the questions and, if possible, give them a handout with the information.

Make sure you record all the relevant information on the tally sheet.

- Information about handouts distributed helps in planning which and how many to include in registration kits.
- It is also important that the information about the number of individuals registered and the number of individuals who took a registration form be recorded so that the LWVNYC can evaluate the effectiveness of various drives and locations.
- These numbers also help the League apply for grants. We cannot fund this work without these statistics.

Here are responses to some other common questions you may get that you should be able to answer:

Common Question:	Recommended Response:
What organization are you working for? What does your organization do?	We've been trained about voter registration through the nonpartisan League of Women Voters.
Are you here as a representative for a candidate/party?	No. We do not represent any election campaign or party.
How much are you getting paid?	Nothing. We are volunteers with LWVNYC, one of the oldest voting rights groups in the country. We are citizens and residents of New York just like you.
Which candidate/party should I vote for?	We're not endorsing candidates, we just want people to vote their voice.
Why should I listen to you? You don't live here/have this representative.	<ul style="list-style-type: none">• I am your neighbor / We're all New Yorkers. What happens in your neighborhood affects my neighborhood.• Too often people are upset with their representatives. They don't see people working for them and their interests. People should be empowered to be the ones to make these choices for themselves.• You can vote by voting or vote by not voting. Don't let someone else's choices speak for you. I'm not asking you to listen to me, but to register to vote so you can have a say in your future.

Who is Eligible to Register and Vote in New York City?

- A Citizen of the United States (born in the U.S. or naturalized). Persons born in Puerto Rico, Guam and the U.S. Virgin Islands are U. S. citizens.
- A resident of New York City **for at least 30 days before the election.**
- At least 18 years of age by Election Day. If a person is at least 16, s/he may register, but s/he is not eligible to vote in an election until that person turns 18.
- Not serving a jail sentence for a felony conviction.
- A person on parole supervision who has received authorization from the Governor's Office.
- Not adjudged by a court to be mentally incompetent to vote.
- Not claiming the right to vote elsewhere (outside the City of New York).

Once Registered You Remain on the Rolls Unless You:

- Move
- Change your name
- Have not voted for 5 years and live at the same address, in which case your name may be on the inactive list, but not on the registration list at the polls. In this case, ask to vote on an affidavit ballot, described in a few other places in this Guide, including the Political Vocabulary.

Can a Convicted Felon Register?

A person with a criminal record can register and vote in New York State provided they are not still serving a prison sentence for a felony. Once a felon completes their sentence, they must re-register to vote.

The 25-Day Requirement for Voter Registration

In New York State Voter Registration Forms must be received by the Board of Elections 25 days before the election in which the applicant wishes to vote.

The state legislature passed a voting reform package in January 2019 that includes same day voting registration, but it must be passed again in another legislative session. The earliest it could become law is 2021.

Exceptions to the 25-day rule:

- Any citizen who has been honorably discharged from the military after the 25th day before a general election or has become a naturalized citizen after the 25th day before the general election may **personally** register at the Board of Elections in the applicant's county of residence at least 10 days before the general election. If the applicant does so, he or she is eligible to vote the general election.
- Any change of registration, i.e., a new address or name, must be received by the Board of Elections 25 days before the election.
- Only new voters, or voters who are registering in New York from out-of-state, can register and enroll in a political party 25 days before the primary and vote in the primary of the party in which they enrolled.

Changing Party Enrollment

A registration form submitted to change enrollment from one party to another, or from "blank" to a party designation, must be received by the Board of Elections 25 days before the **preceding** General Election in order for the voter to participate in their new party's **next** primary.

- So, if someone wanted to change their party for the 2020 general election, they would have to do so 25 days before the 2019 general election.

IN A GENERAL ELECTION, A VOTER MAY VOTE FOR ANY CANDIDATE REGARDLESS OF PARTY IN WHICH THE VOTER IS ENROLLED.

Voter Registration Online for DMV Account Holders

If an individual has a Driver's License, Non-Driver's ID card or Learner's Permit issued by the New York State Department of Motor Vehicles, he or she may register to vote or update their voter registration on the DMV website (www.dmv.ny.gov/mydmv).

- Upon signing into the MyDMV application, select **Electronic Voter Registration Application** to complete a voter registration form online.
- There will be four questions that are on the Board of Elections registration form, including the affirmation of an affidavit stating that the individual is eligible to register and that all of the information provided is truthful.
- The registrant will also be asked to agree to the NYS DMV attestation which authorizes the DMV to send the Board of Elections the digital signature they have on file from your application for a Driver's License, Non-Driver ID or Learner's Permit.
 - The Board of Elections has agreed to accept that attestation as the legal equivalent of a handwritten signature.
 - The DMV does not approve or deny voter registration applications, it simply forwards the online applications to the County Boards of Elections for processing.

Registration Issues for Specific Populations

Homeless Individuals

Homeless individuals may register using the location where they stay at night, which can be the closest building address to a street corner, a shelter, a bus station, train station or any other location. This address will be used by the Board of Elections to assign the voter to the appropriate poll site.

A mailing address must also be provided on the Voter Registration form and can be that of a local advocacy organization, shelter, outreach center, or anywhere else where someone is willing to accept mail on the voter's behalf. The mailing address does not have to be a residential address.

College Students

Every voter needs to have information about the issues and the candidates. Registering and voting at college can give a student the opportunity to become involved with, and informed about, the local issues in their college town or city. Becoming involved in the issues, and learning about local politics are some of the ways in which students begin to build a relationship with other residents of the community.

College students can register to vote at either their current/college address or at their prior/home address. In deciding whether to register to vote at home or at school, a student should make their decision based upon which community they feel more connected to and where they think their vote will count the most. When considering whether or not to use a college address, the student should also keep in mind that s/he may move from dorm to dorm or from a dorm to a location outside of the college. Each new address should be sent to the local Board of Elections.

Victims of Domestic Violence

N.Y. Election Law (5-508) allows victims of domestic violence to have their voter registration record kept separate and apart from other registration records and not be made available for inspection or copying by the public or any other person, except election officials acting within the course and scope of their official duties.

Under a separate section of the law (11-306), they can also be excused from going to their polling place to vote and get a special ballot. With a written statement that they are a victim of domestic violence and cannot live at their current address due to the threat, they can go to the BOE that covers their former address when absentee ballots are being given out and vote absentee using their former address even though they no longer live there.

For further information, victims of domestic violence should contact their local Board of Elections for their confidential registration and special ballot procedures.

Individuals with Mental Health Disabilities

Individuals with mental health issues have a right to vote. According to the New York State Election Law, if a person is otherwise eligible to vote, they are only prevented from voting if they have been adjudged incompetent or incapacitated to vote by order of a court. No person is prohibited from voting simply because he or she has been subjected to civil commitment.

Benefits and services will not be affected by registering to vote. There is no relationship between registering to vote and one's eligibility for benefits and services.

Individuals with a Criminal Record

Individuals who have been convicted of a felony **can't** register or vote if they are currently incarcerated.

Individuals who have been convicted of a felony MAY register and vote if they:

- were sentenced to probation
- were not sentenced to incarceration, or their prison sentence was suspended
- have completed their prison sentence
- have received a pardon
- have had their voting rights restored while on parole supervision

There is no need to provide any documentation about criminal history in order to register.

Following are some commonly asked questions related to voting with a criminal record:

Q) Can convicts vote from jail?

A) Persons in jail may vote from jail as long as they are registered and not serving time on a felony conviction. If they are awaiting trial or disposition of a case, or if they are serving time on a misdemeanor, they may vote from jail as long as they are already registered.

Q) How do persons in jail vote?

A) They must request an absentee ballot from the Board of Elections. To obtain an absentee ballot, they must first submit an absentee ballot application. In New York City, an application should be available at the detention facility, on the Internet at www.vote.nyc.ny.us, or you by calling 1-866- VOTE-NYC.

Q) What address should be put on the voter registration form if a person is in jail?

A) The person's permanent home address on the registration form, not the address of the facility where incarcerated.

The Voter Registration Form

The form can be used to:

- Register to vote in New York City or New York State
- Change a voter's name or address on their voter registration
- Become a member of a political party
- Change political party affiliation

Optional Organ Donor Registration (on the back of the form)

Registrants who would like to donate organs or tissues to the NYS Department of Health's Donate Life Registry can fill out the form or register online. Gently encourage people to donate. New York has one of the lowest levels of available organs, meaning that people awaiting a transplant in New York wait much longer. New York is one of the few states to have added it to the Voter Registration form.

While it is important to encourage individuals to sign-up to donate, it is also important to **make sure they don't think they've registered by filling out the organ donor form.**

Questions 1-7

Qualifications	1	Are you a citizen of the U.S.? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answer <i>No</i> , you cannot register to vote.		For board use only	
	2	Will you be 18 years of age or older on or before election day? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answer <i>No</i> , you cannot register to vote unless you will be 18 by the end of the year.			
Your name	3	Last name		Suffix	
		First name		Middle Initial	
More information Items 5, 6 & 7 are optional	4	Birth date MM/DD/YYYY		5	Gender
	6	Phone		7	Email

Question 1:

- Citizens of the United States are those born in the U.S. or naturalized.
- Persons born in Puerto Rico, Guam and the U.S. Virgin Islands are U. S. citizens.

Question 2:

The BOE currently registers 16 and 17 year olds. Their status does not change to active until the person turns 18.

Question 3:

- Suffix refers to terms added after a last name, such as Sr., Jr. or III. Terms indicating professions or advanced degrees should **not** be included (e.g., M.D., Esq., Ph.D.)

Question 4.

- Date of birth must be provided for the registration to be processed.

Questions 5,6, and 7 (optional):

- Encourage the voter to provide either their phone number or email so the BOE has a way to contact the voter should they have any uncertainty about the registration.

Questions 8 & 9

The address where you live	8	Address (not P.O. box)	
		Apt. Number	Zip code
		City/Town/Village	
		New York State County	
The address where you receive mail <small>Skip if same as above</small>	9	Address or P.O. box	
		P.O. Box	Zip code
		City/Town/Village	

Question 8:

- Must be a physical address, not a post office box.
- **College students** can register at their NY address, including dorm rooms, or they can keep their registration in their home state, as previously discussed in the Registration Issues for Special Populations section.
- **Homeless People:** An intersection can be their address. Also discussed previously in the Special Populations section.

Question 9:

- Skip if the above address is where the voter receives mail.
- Must be an address where the BOE can send a verification letter.
- Can be a “care of” address for homeless people.

Questions 10-13

Voting history	10	Have you voted before? <input type="checkbox"/> Yes <input type="checkbox"/> No	11	What year? <input type="text"/>
Voting information that has changed Skip if this has not changed or you have not voted before	12	Your name was <input type="text"/> Your address was <input type="text"/> Your previous state or New York State County was <input type="text"/>		
Identification You must make 1 selection For questions, please refer to Verifying your identity above.	13	<input type="checkbox"/> New York State DMV number <input type="text"/> <input type="checkbox"/> Last four digits of your Social Security number <input type="text"/> x x x - x x - <input type="text"/> <input type="checkbox"/> I do not have a New York State driver's license or a Social Security number.		

Questions 10 and 11:

- If the answer to question 10 (that a person has previously voted) is yes, they should try to enter a year in question 11.
- If they can't remember the exact year, they can enter an approximate year.
- This question is not required, but helps BOE staff locate a person's prior registration.

Question 12:

- This question is to be answered by persons who have voted outside of New York State.

Question 13

- Registrants only have to provide the numbers from one form of identification.
- Young people registering for the first time might not know their social security number, and not have a driver's license or non-drivers identification card. You can suggest they call a parent who might know the number.
- A person can register without providing ID information.
 - If they do so, the BOE will send them a letter to their mailing address asking for a copy of ID (which could just be a phone bill).
 - If their ID is not verified before Election Day, new registrants will be asked to present ID the first time, and only the first time, they vote.
- If you have a person with a social security number or driver's license who does not recall the numbers, and does not have it on them, they are allowed to take the form with them to complete and mail.

Questions 14 & 15 and Affidavit

<p>Political party</p> <p>You must make 1 selection</p> <p>Political party enrollment is optional but that, in order to vote in a primary election of a political party, a voter must enroll in that political party, unless state party rules allow otherwise.</p>	<p>14</p> <p>I wish to enroll in a political party</p> <p><input type="checkbox"/> Democratic party</p> <p><input type="checkbox"/> Republican party</p> <p><input type="checkbox"/> Conservative party</p> <p><input type="checkbox"/> Working Families party</p> <p><input type="checkbox"/> Green party</p> <p><input type="checkbox"/> Libertarian party</p> <p><input type="checkbox"/> Independence party</p> <p><input type="checkbox"/> SAM party</p> <p><input type="checkbox"/> Other _____</p> <p>I do not want to enroll in any political party and wish to be an independent voter</p> <p><input type="checkbox"/> No party</p>	<p>16</p> <p>Affidavit: I swear or affirm that</p> <ul style="list-style-type: none"> • I am a citizen of the United States. • I will have lived in the county, city or village for at least 30 days before the election. • I meet all requirements to register to vote in New York State. • This is my signature or mark in the box below. • The above information is true, I understand that if it is not true, I can be convicted and fined up to \$5,000 and/or jailed for up to four years. <p>Sign _____</p> <p>Date _____</p>
<p>Optional questions</p>	<p>15</p> <p><input type="checkbox"/> I need to apply for an Absentee ballot.</p> <p><input type="checkbox"/> I would like to be an Election Day worker.</p>	

Question 14: Political Party.

- Voters can only select one party.
- To vote in a primary election, a voter must be enrolled in one of the listed parties.
- Registering for a party does not obligate a person to vote for that party's candidates in the general election.
- The Independence Party is a political party. **A person who wishes not to affiliate with any party should check "No Party."**

The list of political parties may change after each gubernatorial race. A party must have received at least 50,000 votes in a gubernatorial race to be on the ballot.

REMINDER: Changing Political Parties

Political parties can only be changed 25 days before the preceding general election. A person who wishes to change their party must do so approximately 10-13 months before it takes effect.

Question 15:

- Encourage people to consider becoming a poll worker.
- Currently under New York State law absentee voting is only available to:
 - Registered voters who cannot make it to their poll site on Election Day because they will be outside the City of New York on Election Day (i.e. Primary / General / Special).
 - A person awaiting sentencing, or incarcerated for a misdemeanor charge may vote by absentee ballot.
 - A person who is ill, disabled, or in a hospital or long-term care facility.





The State legislature passed no-excuse absentee voting in January 2019, but it won't become law until passed again in a second legislative session. The earliest this change would occur is 2021.

Item 16: Affidavit

- The registrant must sign and date the form to indicate that all information is true and that they meet all the requirements to register to vote. The signature provided will appear in the pollbook that needs to be signed when voting.
- NOTE: While you can, with verbal permission, complete a form for someone else, only the voter can sign and date the form.

Next Steps

- Once a form is filled out, review the form to make sure all required information is provided and the application is legible.
- Give the person an “I registered to vote” sticker and the card shown below.
- Ask the registrant if they want to be reminded to vote. If they do, ask them to provide either their mobile phone number or e-mail address on voting reminder sheet.
- Remind the voter that they should receive an acknowledgement from the BOE in 4-6 weeks.
 - If they don’t receive it, they should contact the Board at 212-VOTE-NYC
- After allowing about six weeks for it to process, they can check online at:
<https://voterlookup.elections.state.ny.us/>
- Find their polling site at nyc.pollsitelocator.com.
 - The LWVNYC website also provides links to how to find their polling place, voters’ guides, and information about elections.
- Research their candidates
 - Tell them that before each regularly scheduled primary and general election (not for special elections), the Campaign Finance Board NYC Votes will send a guide with general voting information, a list of candidates for each office, their profiles, and ballot proposals.

Voting in NYC	Go Vote!
<p>Check Your Registration: voterlookup.elections.state.ny.us. You will receive an acknowledgment of your voter registration from the Board of Elections (BOE) in 4-6 weeks. If you do not receive it, contact the BOE at 212-VOTE-NYC</p> <p>Find Your Polling Site: nyc.pollsitelocator.com Here, you can see all the dates for the elections you can vote in and <i>(as the election gets closer)</i> can also view a sample ballot.</p> <p>Research Your Candidates Search for “Voter Guides” in the weeks before an election. Check the League of Women Voter’s website at www.lwvnyc.org</p> <p><small><i>*If you are changing your party affiliation, please note that by New York State election law, your affiliation will come into effect after the general election of the year in which you filed. You will not be able to vote in a primary until the following year.</i></small></p>	<p>Go Vote!</p> <p>On Election Day, grab your neighbors, head to your poll site and vote!</p> <p>If you’d like a text or phone call reminding you to vote before the next election, call or email the League Office at 212-725-3541.</p> <p>If you believe you are eligible to vote and are at the correct poll site but not provided with a paper ballot, do not leave without voting – Ask for an affidavit ballot.</p>
 	  <p>www.lwvnyc.org 212-725-3541</p>

Checking Voter Registration Status and Poll Sites

If a voter does not receive an Acknowledgment Notice from the Board of Elections that his or her registration was received within 4-6 weeks after submission of their registration form (or sooner if election day is getting close).

If a voter is not sure if he or she is registered the voter should contact the New York City Board of Elections by calling 212-VOTE- NYC (212-868-3692) or online at <https://voterlookup.elections.state.ny.us/>.

Click on the Voter Registration Information section at the bottom of the home page and then click on Voter Registration Status. This search requires inclusion of the voter's birth date to complete the status request.

New York State
BOARD OF ELECTIONS

NYSVoter

NYSVoter Public Information - Voter Registration Search

Close

To use this page, you must be a registered voter in the New York State.

Please enter your Last Name, First Name, Date of Birth, County and Address information and press the "Search" button

Mandatory Fields are indicated by *

Voter Information

Last Name *

First Name *

Date Of Birth *

MM/DD/YYYY

ZIP Code *

County

Select

Search

Clear

Looking up Your Poll Site Location

<https://nyc.pollsitelocator.com/search> Provides most current location of poll site with map, election district and exact address. In the weeks prior to each election, the site will also display a personalized sample ballot.

The Board of Elections in the City of New York

2 West 42 Street, New York, NY 10036, USA

Map

J K Onassis HS
120 West 46 Street, New York, NY 10036

Get Directions Use My Location

Hours
8:00 am - 5:00 pm

Voter Entrance: 120 West 46 Street
Accessible Entrance: Left Of Main Entrance
Site Number: 10634

Next Election(s):

Election	Date	Days Left
Special Election 9th Council	02/14/2017	Days left: 19
Primary Election	09/12/2017	Days left: 329
General Election	11/07/2017	Days left: 335

Political Subdivisions

Subdivision	Count
Election/Assembly District	075/75
Judicial District	01
Congressional District	12
Senatorial District	27
Council District	04
Municipal Court District	09
Assembly District	75

Enter Home Address

House #:

Street Name:

Zip Code:

Lookup Address

No Registration Record at Poll Site - Affidavit Ballot

If a voter's name does not appear on the rolls at the polling place and believes that he or she is registered and he or she is at the correct polling site, he or she should:

- Ask the poll worker for an affidavit ballot
- Fill out the paper ballot
- Place it in the affidavit envelope
- Complete the information requested on the envelope, including the information required on the voter registration form.
- Seal the envelope and give it to the Poll Worker or Poll Site Coordinator.
- The envelope will be forwarded to the Board of Elections where the enclosed affidavit ballot will be counted, if it is confirmed that the person is registered at the address provided.
- If the Board determines that the person is not registered at the address provided, the Board will accept the information in the affidavit as a voter registration form, and will register the individual.

PLEASE NOTE: If a voter, registered in New York State, moves WITHIN the State and fails to notify the Board BEFORE the cut-off date (25 days before the election), OR, if a voter moves WITHIN the City AFTER the deadline to register, he/she should go to the NEW polling site on Election Day and vote on an affidavit ballot. His/her name will not appear in the poll list book, hence, the affidavit ballot.

Sample Ballots Online

Voters can find out who is on the ballot in their Election District before they go to the poll site on Election Day.

The sample ballots can be accessed through the Board's website <http://vote.nyc.ny.us> or through the League's website www.lwvnyc.org. These are also accessible via nyc.pollsitelocator.com.

The League of Women Voters has long advocated for online availability of sample ballots. As a result of a collaboration with the city's Department of Information, Technology and Telecommunications (DoITT) and the Board of Elections, sample ballots have at last been added to the Board's online poll site locator.

Absentee Voting

Absentee voting is available for:

- Registered voters who cannot make it to their poll site on Election Day because they will be outside the City of New York on Election Day (i.e. Primary/General/Special).
- If a registered voter is ill, disabled, or in a hospital or long-term care facility, he or she may vote by absentee ballot.

There are two options for New York City voters wishing to cast an absentee ballot: Vote in person at your Borough's BOE office, prior to Election Day, or vote by mail.

In-Person Absentee Voting

In-person absentee voting begins as soon as the absentee ballots have been certified and are sent to the Borough Office. Absentee voting in person **ends** the day before Election Day.

In-person absentee voting is conducted during the above period, at the Board of Elections' Borough Offices. The hours are 9:00 AM to 5:00 PM Monday through Friday and on the weekend prior to Election Day. Check the Board of Elections in the City of New York's website for a list of dates pertaining to each election.

By-Mail Absentee Voting

Requests for an absentee ballot sent by mail must be a written letter or absentee ballot application and must reach the New York City Board's office no later than the seventh (7th) day before an election. Absentee ballot applications can be obtained from the Board of Elections in the City of New York. Download the form from [BOE nyc.vote](https://www.boe.nyc.gov/vote) in all five languages. The absentee ballot application or letter must include the following information:

- Name
- Address on voter registration application
- Mailing address (if different)
- Reason for requesting absentee ballot application
- The type of election (primary, general, special) and the date of the election
- Signature and Date

The letter or application for an absentee ballot must be received by the Board of Election at least seven (7) days before the election.

The absentee ballot requires extra postage. Ask at the post office.

To be counted, the voter's absentee ballot must be postmarked by the day before Election Day and must reach the Board of Elections in the City of New York no later than seven (7) days after the election, or be delivered to a poll site on Election Day.

The State legislature passed no excuse absentee voting in January 2019, but it won't become law until passed again in a second legislative session, the earliest that would be possible is 2020 for 2021 election.

How to Use the Paper Ballot Optional Scan Voting System in New York City

Since 2010, voters in New York fill out paper ballots, which they then feed into an optical scanner which records and tabulates the votes for all of the election districts at the poll site. As they are recorded by the scanner, the paper ballots drop into a locked box below the scanner, which also retains a facsimile of each ballot. This system allows for audits and recounts which were not possible with the lever machines that were in use through the 2009 elections.

In addition to the optical scanners, at least one Ballot Marking Device (BMD) is available in each polling place. The BMDs do not count votes. They enable the voter to mark a paper ballot which can then be inserted in the optical scanner and counted with the other ballots cast at the poll site. Any voter, including voters with disabilities, may use the BMD to view or listen to the ballot in any of the required languages (English, Spanish, Chinese – either Mandarin or Cantonese (only one), Bengali and Korean). The voter can then use the ATM-style touch screen, Braille- Enhanced keypad, sip and puff device, or rocker paddles to mark the ballot.

QUESTIONS AND ANSWERS RELATED TO VOTING

Q) Why do we register in order to vote?

A) To determine eligibility to vote and as a means of identifying voters.

Q) Why should I enroll in a political party?

A) In New York State, if you are enrolled in a political party, you may vote in that party's primary election and help select the candidates who will run on that party's ticket in the general election. You may sign party petitions to get a candidate on the ballot. At the general election, you may vote for any candidate of any party, regardless of your enrollment.

Q) When were changes made in the U. S. Constitution regarding eligibility for voting?

A) In 1870, the 15th Amendment gave the right to vote to all citizens regardless of 'race, color or previous condition of servitude'. In 1920, the 19th Amendment gave the right to vote to women. In 1964, the 24th Amendment removed the poll tax as a requirement for voting for President, Vice President, and U. S. Congress (Senators or Members of the House of Representatives). In 1971, the 26th Amendment gave the vote to 18 year olds.

Q) Will I be called for jury duty if I register?

A) Jury duty lists come from many sources – the Department of Motor Vehicles, tax rolls, etc., as well as voter registration lists.

Q) How do I judge a candidate?

A)

1. Decide which issues are of most importance to you and what qualities you want in a leader
2. Gather information about the candidate
3. Evaluate the candidate's stands on issues
4. Learn how other people view the candidate
5. See through distortion techniques – name calling, appeals to prejudice, passing the blame, promising the sky, evading real issues
6. Watch and listen to televised, radio, or online debates
7. Read articles in newspapers, magazines, and other sources

Political Vocabulary

AFFIDAVIT BALLOT A paper ballot used by a voter whose name does not appear in the registration book at the polls who signs a statement attesting to his or her identity and right to vote

AMENDMENT Revision or change in an existing law or provision of a Constitution

ASSEMBLY DISTRICT A geographical division of New York State entitled by reason of population to have one representative in the New York State Assembly; the political unit which forms the basis for designating election districts

AUTOMATIC VOTER REGISTRATION (AVR) Process by which eligible citizens who interact with government agencies are registered to vote unless they decline, and agencies transfer voter registration information electronically to election officials

BALLOT MARKING DEVICE (BMD) A piece of equipment which enables a physically or visually disabled voter to mark a paper ballot independently and in private at a poll site on Election Day through the use of an ATM-style touch screen, Braille enhanced key board, audio directions, a sip and puff device or rocker paddles. The voter can view or listen to the ballot in any of the required languages (English, Spanish, Korean, Chinese – Mandarin or Cantonese)

BI-PARTISAN Cooperation between the two major political parties

CABINET Advisory group appointed by an executive, and usually composed of department heads

COALITION Two or more groups that join forces in pursuit of the same political goals.

CONSTITUENCY The residents of a legislative district; the district itself

DESIGNEE Person named by a party petition for a place on the primary ballot, either to be that party's candidate for political office or as a candidate for a party office

EARLY IN-PERSON VOTING Process by which voters are permitted to cast votes early at conveniently located voting centers, up to 10 per borough

EARLY VOTING Process by which voters can **vote** prior to the scheduled election day. Types of early voting systems include no-excuse absentee voting, early in-person voting and vote-by-mail

ELECTION DISTRICT The smallest physical subdivision of an Assembly District into which voters are grouped.

ELECTORATE People as a whole who are entitled to vote

GERRYMANDER The division of a state, city, or county into voting districts in a way that gives unfair advantage to one party in an election

INCUMBENT The current office-holder

INDEPENDENT A member of a group or organization of voters which nominates a candidate for public office and is not one of the recognized parties

INSURGENT A designee for public office or party office who opposes the incumbent or established political 'organization' designee

LOBBYIST Spokesperson for an interest group who presses for passage of legislation in the interest of its members

NO-EXCUSE ABSENTEE VOTING Process by eligible voters may acquire and cast an absentee ballot without any justification

NONPARTISAN Election in which candidates are not designated by a major party affiliation

ONE PERSON, ONE VOTE Phrase describing the U.S. Supreme Court ruling that required legislative districts of equal population

OPTICAL SCANNER Electronically operated equipment which records and tabulates votes marked on a paper ballot

POLITICAL PARTY An organization of voters who nominate and/or support candidates for public office. In order to have a permanent line on the New York State ballot a political party must have received at least 50,000 votes in the most recent gubernatorial election

PATRONAGE Policy of awarding jobs and business favors in return for political support

PLANK Section of a party platform that states a position on a particular issue

PRIMARY ELECTION Political party election for choosing party leaders and candidates who will run with the party's endorsement in the general election. One must be enrolled in a political party in order to vote in its primary, unless a party specifically does not require it or one is in a jurisdiction with an open primary.

PROPOSITION A law for which the State Constitution requires voter approval. It deals with the issuance or sale of State bonds and does not amend the Constitution.

QUORUM Number of members of a committee or organization who must be present before business may be transacted

RATIFICATION Procedure whereby legislatures, conventions, or the voting public accept or reject changes in government

REAPPORTIONMENT Based on the population determined by the U.S. census, which is conducted every ten years, the 435 Congressional Districts of the House of Representatives are redistributed to the states, to assure that to the greatest extent possible, each district has roughly the same population as every other district in the country

REDISTRICTING The process of redrawing Congressional, state legislative and local legislative district lines after the decennial census to assure equal representation, based on the current population

RESCIND To cancel, repeal, or revoke a law

SPECIAL ELECTION An election held to temporarily fill a vacancy resulting from an elected official's resignation, removal or death.

SUFFRAGE The right to vote granted by a constitution or law

The 2019 Ballot

New York City and New York State, Judiciary and District Attorney

NYS Supreme Court Justices

Civil Court Justices

District Attorney (Queens)

The 2020 Ballot *United States,*

Executive:

President of the United States

Vice President of the United States

New York State, Legislative

New York State Senator

New York State Assembly Member

Judicial

District Attorneys

NYS Supreme Court Justices

Civil Court Justices

District Attorney (Bronx and Staten Island)

New York State Political Parties

Following, in alphabetical order, are the political parties listed on the New York State Voter Registration form. These parties are listed on the registration form and ballot as of the gubernatorial election of 2018. The parties attained the 50,000-vote threshold needed to secure a place on the ballot until the gubernatorial election. Each of these parties may have primary elections in which those enrolled in the party may vote. The registration form also permits registrants to write in a party in which they may want to enroll, other than those listed. Registrants may also choose not to enroll in any party. If you would like more information about the parties, registration, or your rights as a voter, contact your local Board of Elections or the League of Women Voters New York City at www.lwvnyc.org or 212-725-3541.

Party Contact Information statement provided by each party:

Conservative Party www.cpnys.org www.facebook.com/cpnys

Chairperson Michael R. Long; 486 78th Street, Brooklyn, NY
11209, (718) 921-2158

“Since 1962, the Conservative Party has been the voice of the conservative movement in New York State. Votes cast on the Conservative Party line have provided the margin of victory for many state-wide, congressional, and local races. After decades of fighting soaring taxes and liberal social experiments, the Conservative Party stands at the forefront of a revolution in New York State government. It is not our desire to see the growth of bureaucracy, rather to see bureaucracy dismantled by cutting taxes on families and businesses, turning public services and assets over to the private sector, ending welfare to those who refuse to work, respecting traditional family values, and limiting the terms of politicians. It is only after these reforms are enacted that Conservatives can claim victory on behalf of New York’s forgotten middle class”

Democratic Party www.nydems.org
www.facebook.com/pages/New-YorkState-Democratic-Party/

Chairperson: Byron Brown; 420 Lexington Ave., 8th Floor, New
York, NY 10170, 212 725-8825

“The Democratic Party today continues to offer New Yorkers and Americans across our nation hope and opportunity. As Ron Brown, former Chairman of the Democratic Party, wrote: “The common thread of Democratic history, from Thomas Jefferson to Barack Obama has been an

abiding faith in the judgment of hardworking American families, and a commitment to helping the excluded, the disenfranchised and the poor strengthen our nation by earning themselves a piece of the American Dream.” Democrats understand the value of hard work, education, and opportunity. That’s why every single day, across New York State and in Washington, D.C., Democrats are working hard to bring more people into the economic mainstream, to improve our public schools, to protect our homeland, to make quality health care accessible, and to keep our air and water clean.”

Green Party www.gpnys.org www.facebook.com/pages/Green-Partyof-New-York-State
info@gpnys.org

“The Green Party is committed to ecology, social justice, grassroots democracy, and nonviolence; Greens are renewing democracy in the United States through community-based organizing without the support of corporate donors. Greens provide real solutions for real problems. Whether the issue is universal healthcare, corporate globalization, alternative energy, election reform or decent, living wages for workers, Greens have the courage and independence necessary to take on the powerful corporate interests opposed to reform.”

Independence Party www.independencepartyny.com Chairman Frank Mackay,
frankmackay@yahoo.com 225 Broadway #2010, NY, NY 10007; (212) 962-1699

“The Independence Party promoted the position that candidates and elected officials should be free to tell the voters what their views are, without dictates from political party bosses, special interest groups, and restrictive party platforms. We stand for honest dialogue with the American people and an end to empty political posturing and rhetoric that has long been fortified by the media, in collusion with the two party system.”

Libertarian Party of New York <https://lpnewyork.org/>

Founded in 1971, the Libertarian Party is the third-largest and fastest-growing party in the United States, and the only party that respects people as unique and responsible individuals. Libertarians oppose any government interference into people’s personal, family, and business decisions. Our guiding principle is that all Americans should be free to live their lives and pursue their interests as they see fit, as long as they impose no force or fraud on others.

Republican Party www.nygop.org www.facebook.com/NewYorkGOP 315 State Street,
Albany, NY 12210; 518-462-2601 frontdesk@nygop.org

“Our heritage is rooted in the philosophy that government must be limited for people to be truly free, to prosper, and to achieve their goals. Our candidates and our officials work tirelessly to defend the rights of every taxpayer against the uncontrolled government spending that is weighing down the promise of our great state. The New York Republican Party and its message reach every New Yorker from every background. We are Asian small business owners, middle- income suburban families and upstate dairy farmers. We are trade union members who know a better business environment means more work. We are Hispanics and African-Americans who want school choice and women balancing the family budget. We are the Party of the small businesses on Main Street, the start-up entrepreneur and large businesses we need to keep in our state. As New York Republicans, we know that cutting taxes, cutting spending, and reducing regulations are the only ways to grow our economy and create jobs.

Service America Movement <https://joinsam.org/info@joinsam.org>

“We are dedicated to building a new political party for a new American majority from the ground up. We will be an alternative to the two entrenched parties both of whom place partisan purity and tribal allegiance before service to the American people. We formed the Service America Movement in 2016. In 2017, we created a political committee for the early stages of development. We will transition into an official political party as we achieve well-defined organizational benchmarks. We will seek to affiliate with like-minded groups in all 50 states and non-state territories and seek to identify a new generation of leaders. We will support selected candidates for elective office during the 2018 cycle in association with our affiliated and allied state organizations. We will move as quickly as possible to achieve ballot access, build grassroots support and advocate for voter and election reform in all states and territories. We plan to be ready to participate in the 2020 presidential election – depending on the political environment, the speed at which we’ve been able to achieve ballot access and how our state organizations vote to participate. This is a moon shot. There are no easy days. We are determined to bring together Americans across the country, in all cities, states, and communities to build a new majority for the 21st century.”

Working Families Party www.workingfamilies.org/states/newyork

www.facebook.com/WorkingFamilies 1 Metrotech Center North, 11th Floor, Brooklyn, NY 11217; (718) 222-3796 wfp@workingfamiliesparty.org

“Working Families is New York’s progressive political party. The Working Families Party is focused on tackling the political, economic, and educational inequality that deprive working and middle class families of opportunity. Our vision is to build a New York that is fair for all of us, not just the wealthy and well connected. We’re known for our legislative fights on issues that cut to the core of New Yorkers’ concerns today—raising the minimum wage and guaranteeing paid sick days, fighting the influence of big money over politics, and defending quality public schools.”

Key 2019 Dates and Other Information

Primary Election – Tuesday, June 25, 2019
General Election – Tuesday, November 5, 2019

Friday, September 20th - Last date to mail ballot to a Military voter for the General Election.

Friday, October 11th - Deadline to mail or drop off registration forms in time for voter to vote in general election (must be received by the Board of Elections by October 16th); deadline to change party enrollment for the 2020 General Election.

Wednesday, October 16th - Last day to submit a change of address for the General Election.

Saturday, October 26th - Last day for the Board of Elections to receive an application for a military absentee ballot.

Tuesday, October 29th - Last day to postmark application or letter of application for a General Election absentee ballot; last day for a Board of Elections to receive a Military absentee application, if by mail and previously registered.

Monday, November 4 - Last day to apply in person for a General Election ballot; last day to postmark a General Election ballot (must be received by the county Board of Elections by November 12th); last day to apply personally for a Military General Election ballot if previously registered; last day to postmark a Military ballot (must be received by the Board of Elections by November 18th).

Tuesday, November 5 - Last day to deliver a General Election ballot in person to the county Board of Elections by the close of polls on election day.

Key 2020 Dates and Other Information

Primary Election - Tuesday, April 28, 2020
General Election - Tuesday, November 3, 2020

Friday, April 3rd - Deadline to mail or drop off registration forms in time for voter to vote in April 28 Federal Primary. If mailed, must be postmarked April 3rd.

Wednesday, April 8th - Last day to submit a change of address for Primary Election.

Wednesday, October 9th - Deadline to mail or drop off registration forms in time for voter to vote in November 3rd General Election.

Wednesday, October 9th - Deadline to change party enrollment for 2020 General Election.

Wednesday, October 14th - Last day to submit a change of address for General Election.

Websites

NYS Voter Lookup: <https://voterlookup.elections.state.ny.us/voterSearch.aspx>

General Voter Information: <http://www.vote411.org/>

Phone Numbers:

League of Women Voters of the City of New York: 212-725-3541

NYC Board of Elections: 212-VOTE-NYC or 866-VOTE-NYC (from outside NYC)