

MINNESOTA RULES 2001

1

CHAPTER 8200 SECRETARY OF STATE VOTER REGISTRATION

	COUNTY AUDITOR'S DUTIES	8200.5300	ELECTION JUDGE DUTIES.
8200.0300	DELEGATION OF DUTIES.	8200.5400	NOTATION OF IDENTIFICATION ON REGISTRATION CARD.
	REGISTRATION RECORDS	8200.5500	REGISTRATION CARDS RECEIVED ON ELECTION DAY.
8200.0800	DELIVERY OF VOTER REGISTRATION RECORDS FOR ELECTIONS.	8200.5600	TRAINING ELECTION JUDGES.
	VOTER REGISTRATION CARDS	8200.5700	NOTICE OF DEFICIENT REGISTRATION.
		8200.5800	POSTERS.
			OBTAINING COPIES OF PUBLIC INFORMATION LISTS
8200.1100	PRINTING SPECIFICATIONS.	8200.6100	COPIES OF PUBLIC INFORMATION LISTS.
8200.1200	REGISTRATION CARD; FORMAT.	8200.6200	PUBLIC INFORMATION LIST AVAILABLE FOR INSPECTION.
8200.1700	PRINTING AND DISTRIBUTING REGISTRATION CARDS.		FORM OF PUBLIC INFORMATION LIST PROVIDED BY SECRETARY OF STATE.
8200.1800	EXPERIMENTAL FORMS.	8200.6400	
	PLACES TO REGISTER		CHALLENGES AND VIOLATIONS
8200.2100	DUTIES OF AUDITOR.		
8200.2200	BUILDINGS FOR REGISTRATION.	8200.7100	CHALLENGES TO VOTER REGISTRATION.
	NOTIFICATIONS	8200.7200	COUNTY ATTORNEY REPORT.
			MAINTAINING RECORDS ON DATA PROCESSING SYSTEMS
8200.2600	PROPERLY COMPLETED REGISTRATIONS.		
8200.2700	AUDITOR'S RANDOM NOTIFICATION.	8200.9115	FORM OF POLLING PLACE ROSTERS.
8200.2800	REGISTRATIONS RECEIVED FEWER THAN 20 DAYS BEFORE ELECTION.	8200.9120	INSPECTION OF POLLING PLACE ROSTERS.
8200.2900	DEFICIENT REGISTRATIONS.	8200.9300	MAINTAINING DUPLICATE VOTER REGISTRATION RECORDS.
8200.2950	ADDRESSES ON VOTER REGISTRATION CARDS.	8200.9305	ADMINISTRATION OF STATEWIDE REGISTRATION SYSTEM.
8200.3000	REGISTRATION IN WRONG COUNTY.	8200.9310	PROCESSING OF COMPLETED VOTER REGISTRATION CARDS.
8200.3100	NOTICES OF DEFICIENT AND LATE REGISTRATION.	8200.9315	PROCEDURE FOR ENTERING DATA INTO STATEWIDE REGISTRATION SYSTEM.
8200.3500	ACKNOWLEDGMENT OF INELIGIBLE APPLICATIONS.	8200.9320	INTERACTION WITH DEPARTMENT OF PUBLIC SAFETY.
8200.3550	NOTICE OF CHALLENGE REMOVAL.	8200.9325	SECURITY FOR STATEWIDE REGISTRATION SYSTEM.
8200.3600	CHANGE OF RESIDENCE.		
8200.3700	REMOVAL OF CARDS FROM REGISTRATION FILES.		FORMS
8200.3800	EMERGENCY VOTING CARD.	8200.9939	FORM OF OATH, SPECIFIED BY PART 8200.5100.
8200.3900	PROCESSING OF NATIONAL VOTER REGISTRATION ACT APPLICATIONS.	8200.9950	CHALLENGES TO VOTER REGISTRATION, SPECIFIED BY PART 8200.7100.
	ELECTION DAY REGISTRATION		
8200.5100	REGISTRATION AT PRECINCT ONLY.		
8200.5200	SWEARING TO RESIDENCE.		

COUNTY AUDITOR'S DUTIES

8200.0300 DELEGATION OF DUTIES.

The county auditor may delegate to municipal officials all duties assigned to the county auditor by chapter 8200 and by Minnesota Statutes, chapter 201, except the preparation and distribution of lists of registered voters. The auditor may delegate the responsibility to accept voter registrations, but a delegation of this responsibility does not relieve the auditor of the duty to accept voter registrations.

Statutory Authority: *MS s 201.022; 201.221; 204B.25*

History: *12 SR 2215; 25 SR 616*

8200.0400 [Repealed, 20 SR 2787]

8200.0700 [Repealed, 20 SR 2787]

REGISTRATION RECORDS

8200.0800 DELIVERY OF VOTER REGISTRATION RECORDS FOR ELECTIONS.

The county auditor shall provide for the transportation of the necessary voter registration records to the precinct polling place on election day. The auditor shall

MINNESOTA RULES 2001

8200.0800 VOTER REGISTRATION

2

prescribe procedures to ensure the safety of the voter registration records and their timely delivery at the precinct polling place on election day. The auditor shall maintain the dignity and integrity of the voting system.

Statutory Authority: *MS s 201.022; 201.221*

History: *12 SR 2215*

VOTER REGISTRATION CARDS

8200.1100 PRINTING SPECIFICATIONS.

Voter registration cards printed for the purpose of distribution and mailing must be printed pursuant to items A to D.

A. The size must be six inches by 8-9/16 inches, including a 9/16-inch stub.

B. The paper must be at least 100-pound white offset.

C. The secretary of state may approve alternate forms of voter registration cards to be attached to or included in tax booklets and forms used by state agencies, and other forms deemed appropriate by the secretary of state if the forms have spaces for the information required in Minnesota Statutes, section 201.071. The secretary of state may also approve the county use of a card of a size other than the dimensions prescribed by item A.

D. The bottom stub must have an adhesive applied to it so that the card can be sealed when it is folded together for mailing.

Statutory Authority: *MS s 201.022; 201.071; 201.221*

History: *8 SR 1348; 12 SR 2215; 20 SR 2787; 25 SR 616*

8200.1200 REGISTRATION CARD; FORMAT.

Subpart 1. **Form.** The voter registration card must:

A. contain the data elements provided in Minnesota Statutes, section 201.071;

B. contain the following certification. I certify that I

- will be at least 18 years old on election day;
- am a citizen of the United States;
- will have resided in Minnesota for 20 days immediately preceding election day;
- maintain residence at the address given on the registration form;
- am not under guardianship of the person;
- have not been found by a court to be legally incompetent to vote;
- have not been convicted of a felony without having my civil rights

restored; and

• have read and understand this statement, that giving false information is a felony punishable by not more than 5 years imprisonment or a fine of not more than \$10,000, or both;

C. be consistent in layout with the data entry screens used by the statewide registration system;

D. take into consideration readability and ease of understanding;

E. provide room for including a mailing address for returning the completed registration;

F. have printed on or with the card a set of instructions for completing the registration; and

G. have printed on or with the card a statement that assistance for registration and voting is available for elderly and disabled individuals and residents of health care facilities.

The secretary of state shall provide examples of the voter registration card to all county auditors.

Subp. 2. **Box for office use only.** The voter registration card must contain a box marked for "election day official use only" which contains "W __", "P __", and "SD." These abbreviations stand for "ward," "precinct," and "school district." Other information may also be included. Judges of election shall record the type of election day voter registration proof and its number, if any, in the "election day official use only" box.

Subp. 3. **Identifying mark.** The voter registration card may include a mark identifying where the voter obtained the card or how the card was delivered to the county auditor or secretary of state.

Statutory Authority: *MS s 201.022; 201.071; 201.221*

History: *8 SR 1348; 12 SR 2215; 20 SR 2787; 23 SR 459; 25 SR 616*

8200.1300 [Repealed, 12 SR 2215]

8200.1400 [Repealed, 20 SR 2787]

8200.1500 [Repealed, 20 SR 2787]

8200.1600 [Repealed, 12 SR 2215]

8200.1700 PRINTING AND DISTRIBUTING REGISTRATION CARDS.

Each county auditor shall have printed and shall maintain an adequate number of voter registration cards in compliance with chapter 8200 and Minnesota Statutes, chapter 201. An election official who causes voter registration cards to be printed shall print the cards in a form prescribed by chapter 8200 and Minnesota Statutes, chapter 201. The auditor shall provide voter registration cards to any person or group who requests a reasonable number of cards for the purpose of distribution.

Statutory Authority: *MS s 201.022; 201.071; 201.221*

History: *12 SR 2215; 20 SR 2787*

8200.1800 EXPERIMENTAL FORMS.

The secretary of state may provide for the experimental use of alternate forms on a trial basis.

Statutory Authority: *MS s 201.221*

History: *8 SR 1348*

PLACES TO REGISTER

8200.2100 DUTIES OF AUDITOR.

Each county auditor shall designate a number of public buildings within the county where persons may obtain, complete, and deposit registration cards. The county auditor or a designee shall be on duty in the designated building and the person on duty shall transmit completed registration cards to the county auditor within two working days after receipt.

Statutory Authority: *MS s 201.022; 201.221*

History: *12 SR 2215; 20 SR 2787*

8200.2200 BUILDINGS FOR REGISTRATION.

Each political subdivision shall have at least one building where voter registration cards may be obtained and deposited, for every 30,000 residents of the political subdivision.

Statutory Authority: *MS s 201.022; 201.221*

History: *12 SR 2215; 20 SR 2787*

8200.2300 [Repealed, 10 SR 1690]

NOTIFICATIONS

8200.2600 PROPERLY COMPLETED REGISTRATIONS.

If a county auditor determines that a registration card has been properly completed, the auditor shall file the card and enter the registration on the state registration system. The county auditor shall maintain the file in an orderly manner. The county auditor shall have a card notice mailed to each newly registered voter indicating the voter's name, address, precinct, and polling place. The card must require that it be returned if not deliverable as addressed.

Statutory Authority: *MS s 201.022; 201.221*

History: *12 SR 2215; 25 SR 616*

8200.2700 AUDITOR'S RANDOM NOTIFICATION.

Following each election in which voters register on election day, the county auditor shall send a mailed notice of registration to a random sample of three percent of the election day registrants within ten days of the election. This rule shall not relieve the county auditor of the responsibility to send a mailed notice to all registrants.

Statutory Authority: *MS s 201.221*

8200.2800 REGISTRATIONS RECEIVED FEWER THAN 20 DAYS BEFORE ELECTION.

When an auditor receives correctly completed registrations during the period when registrations cannot be accepted for an election, the auditor shall notify the applicant that the registration was not timely received and that the applicant must register on election day to vote at the upcoming election. In the notice to the applicant, the auditor shall explain that if the registrant chooses not to vote at the upcoming election, the applicant's registration will become effective on the day after the election.

Statutory Authority: *MS s 201.022; 201.221*

History: *12 SR 2215; 23 SR 459; 25 SR 616*

8200.2900 DEFICIENT REGISTRATIONS.

When a person attempts to register prior to election day and the county auditor determines that the registration is deficient, the auditor shall notify the person attempting to register that the registration was not correctly completed. The auditor shall attempt to obtain the needed information by mail or telephone. If the auditor cannot obtain the needed information, the registration is deficient and the registration card shall not be filed and shall be maintained separately for 22 months. The applicant shall be allowed to vote only after correctly completing a registration card.

If the auditor notifies a person of an incorrectly completed registration, the auditor shall also notify the applicant of the dates on which registrations cannot be accepted for an election and of the procedures for election day registration. In the notice to the applicant, the auditor shall explain that a correctly completed registration received by the auditor during the period when registrations cannot be accepted for the upcoming election will make the applicant registered to vote on the day after the upcoming election.

If an auditor receives a faulty or deficient registration during the period when registrations cannot be accepted for an election, the auditor shall notify the applicant that the applicant must register at the polling place of the precinct in which she or he resides on election day to vote at the election. In the notice to the applicant, the auditor shall explain that a correctly completed registration received by the auditor during the period when registrations cannot be accepted for the upcoming election will make the applicant registered to vote on the day after the upcoming election.

Statutory Authority: *MS s 201.221*

History: *17 SR 1279; 23 SR 459; 25 SR 616*

8200.2950 ADDRESSES ON VOTER REGISTRATION CARDS.

A person having a residence with a street address who completes a voter registration card must provide the street address assigned to the person's residence in the residence space on the voter registration card. When the United States Postal Service will not deliver mail to the registrant's residence address, the registrant must also enter an alternate mailing address on the voter registration card.

Statutory Authority: *MS s 201.071; 201.221*

History: *23 SR 459; 25 SR 616*

8200.3000 REGISTRATION IN WRONG COUNTY.

When a county auditor receives a registration card from a person whose address is in another county, the auditor shall within two working days forward the registration card to the auditor of the proper county if it can be ascertained.

Statutory Authority: *MS s 201.221*

History: *25 SR 616*

8200.3100 NOTICES OF DEFICIENT AND LATE REGISTRATION.

Subpart 1. **Conditions requiring.** If a county auditor receives a voter registration card that is deficient, the auditor shall send a notice of deficient registration to the person seeking to register. If a county auditor receives a voter registration card that is filed during the period when preelection voter registrations cannot be accepted, the auditor shall send a notice of late registration to the person seeking to register. The notice of late registration must require that it be returned if not deliverable. The secretary of state shall provide sample notices of deficient and late registration.

Subp. 2. [Repealed, 23 SR 459]

Statutory Authority: *MS s 201.061; 201.221*

History: *23 SR 403; 23 SR 459; 25 SR 616*

8200.3200 [Repealed, 20 SR 2787]

8200.3300 [Repealed, 20 SR 2787]

8200.3400 [Repealed, 20 SR 2787]

8200.3500 ACKNOWLEDGMENT OF INELIGIBLE APPLICATIONS.

Ineligible applicants shall be notified of the reasons for their ineligibility and their cards maintained separately by the auditor for 22 months.

Statutory Authority: *MS s 201.221*

History: *25 SR 616*

8200.3550 NOTICE OF CHALLENGE REMOVAL.

The county auditor shall mail a notice indicating the individual's name, address, precinct, and polling place to any registered voter whose civil rights have been restored after a felony conviction; who has been removed from under a guardianship of the person; or who has been restored to capacity by the court after being ineligible to vote. The notice must require that it be returned if not deliverable.

Statutory Authority: *MS s 201.221*

History: *23 SR 459*

8200.3600 CHANGE OF RESIDENCE.

Any person previously registered to vote in Minnesota who changes residence shall be permitted to vote only after reregistering using the person's new residence.

Statutory Authority: *MS s 201.221*

History: *17 SR 1279*

8200.3700 REMOVAL OF CARDS FROM REGISTRATION FILES.

If a registration card is to be removed from the registration files, except that of a deceased person or that of a voter who has reregistered in another county or state, the county auditor may notify the person whose card is to be removed of the removal and the reason for the removal in writing. The cards removed must be maintained in separate files for 22 months.

Statutory Authority: *MS s 201.022; 201.221*

History: *12 SR 2215; 25 SR 616*

8200.3800 EMERGENCY VOTING CARD.

Subpart 1. **When required.** If a voter who has registered prior to an election day is challenged because the voter's name does not appear on the polling place roster of the precinct in which the voter desires to vote, the voter may register on that election day by following the election day registration procedures in parts 8200.1100 to 8200.9300 and 8220.0300 to 8220.4800. Or, if it appears upon examination that the voter's name was erroneously omitted from the roster, the voter must be permitted to vote in the precinct after completing the required name and address information and signing the oath on the polling place roster. The judges shall note on the list that the voter was permitted to vote pursuant to instructions from the county auditor and two judges shall initial the entry.

Subp. 2. [Repealed, 12 SR 2215]

Statutory Authority: *MS s 201.022; 201.221*

History: *12 SR 2215; 20 SR 2787*

8200.3900 PROCESSING OF NATIONAL VOTER REGISTRATION ACT APPLICATIONS.

All county auditors shall accept voter registration applications on forms prescribed by the Federal Election Commission as provided by the National Voter Registration Act if the application is from a person eligible to vote in Minnesota, and includes the registrant's name, address in Minnesota, previous address (if any), date of birth, registrant's signature, and the date of registration. The application must be processed and stored by the county auditor in the same manner as a Minnesota voter registration card.

Statutory Authority: *MS s 201.022; 201.221*

History: *19 SR 593*

ELECTION DAY REGISTRATION**8200.5100 REGISTRATION AT PRECINCT ONLY.**

Subpart 1. **Procedure; proof.** Any person otherwise qualified but not registered to vote in the precinct in which the person resides may register to vote on election day at the polling place of the precinct in which the person resides. To register on election day, a person must complete and sign the registration card and provide proof of residence. A person may prove residence on election day only:

A. by presenting:

(1) a valid Minnesota driver's license, learner's permit, or a receipt for either that contains the voter's valid address in the precinct;

(2) a valid Minnesota identification card issued by the Minnesota Department of Public Safety or a receipt for the identification card that contains the voter's valid address in the precinct; or

(3) a current student identification card that contains the student's valid address in the precinct, a current student fee statement that contains the student's valid address in the precinct, or a copy of a current student registration card that contains the student's valid address in the precinct;

B. by having a valid registration in the same precinct under a different address;

C. by presenting a notice of late registration mailed by the county auditor or municipal clerk; or

D. by having a person who is registered to vote in the precinct and knows the applicant is a resident of the precinct sign the oath in part 8200.9939.

The oath in item D must be attached to the voter registration card until the address of the applicant is verified by the county auditor. The county auditor shall file the oaths and maintain them for one year.

Subp. 2. **Additional proof of residence allowed.** An eligible voter may prove residence under this subpart by presenting one of the photo identification cards listed in item A and one of the additional proofs of residence listed in item B.

A. The following documents are acceptable photo identification cards under this subpart if they contain the voter's name and photograph:

- (1) a Minnesota driver's license or identification card;
- (2) a United States passport;
- (3) a United States military identification card; or
- (4) a student identification card issued by a Minnesota postsecondary educational institution.

B. An original bill for gas, electric, telephone, cable television, solid waste, water, or sewer services is acceptable as an additional proof of residence under this subpart if:

- (1) the bill shows the voter's name and current address in the precinct;
- and
- (2) the due date on the bill is within 30 days before or after election day.

If the photo identification presented by the voter establishes the voter's identity and the additional proof of residence presented by the voter establishes the voter's current address in the precinct, the voter shall have proven residence under this subpart.

C. The secretary of state shall provide samples of utility bills acceptable as additional proof of residence under item B to local election officials for use in election judge training and in the polling place on election day.

Subp. 3. **Additional proof of residence allowed for students.** An eligible voter may prove residence by presenting a current valid photo identification issued by a postsecondary educational institution in Minnesota if the voter's name, student identification number (if available), and address within the precinct appear on a current list of persons residing in the institution's housing certified to the county auditor by the educational institution.

This additional proof of residence for students must not be allowed unless the educational institution submits to the county auditor no later than 60 days prior to the election a written agreement that the educational institution will certify for use at the election accurate updated lists of persons residing in housing owned, operated, leased, or otherwise controlled by the institution. A written agreement is effective for the election and all subsequent elections held in that calendar year.

The additional proof of residence for students must be allowed on an equal basis for voters resident in housing of any postsecondary education institution within the county, if lists certified by the institution meet the requirements of this part.

An updated list must be certified to the county auditor no earlier than 20 days prior to each election. The certification must be dated and signed by the chief officer or designee of the institution and must state that the list is current and accurate and includes only the names of persons residing as of the date of the certification in housing controlled by the institution.

MINNESOTA RULES 2001

8200.5100 VOTER REGISTRATION

8

The auditor shall instruct the election judges of the precinct in procedures for use of the list in conjunction with photo identification. The auditor shall supply a list to the election judges with the election supplies for the precinct.

The auditor shall notify all postsecondary educational institutions in the county of the provisions of this subpart.

Statutory Authority: *MS s 201.022; 201.061; 201.221*

History: *11 SR 218; 12 SR 2215; 20 SR 2787; 23 SR 403; 23 SR 459; 25 SR 616*

8200.5200 SWEARING TO RESIDENCE.

No person in a polling place as a challenger, pursuant to Minnesota Statutes, section 204C.07, shall be permitted to swear to the residence of any persons attempting to register on election day. A voter registered in the same precinct, including an election judge, may swear to the residence of any person who the voter knows to be a resident of the precinct. An election judge must swear to a person's residence before another election judge.

Statutory Authority: *MS s 201.221*

History: *17 SR 1279*

8200.5300 ELECTION JUDGE DUTIES.

One judge may both distribute ballots and register voters during the course of an election day, but one judge shall not perform both functions for the same voter. Persons wishing to register to vote on election day may determine whether they wish to fill out the voter registration card themselves or request the assistance of an election judge. The judges shall confine their questions to information necessary to complete the voter registration card.

Statutory Authority: *MS s 201.221*

8200.5400 NOTATION OF IDENTIFICATION ON REGISTRATION CARD.

When a voter uses a Minnesota driver's license, learner's permit, Minnesota identification card, United States passport, United States military identification card, or Minnesota postsecondary student identification card to prove residence or identity when registering on election day, the election judge who is registering voters shall record the number on the card in the "election day official use only" area of the registration card. When a voter uses one of the documents listed in part 8200.5100, subpart 2, item B, to prove residence for election day registration, the election judge who is registering voters shall record the type of document on the card in the "office use only" area of the registration card.

Statutory Authority: *MS s 201.022; 201.061; 201.221*

History: *12 SR 2215; 23 SR 403; 23 SR 459; 25 SR 616*

8200.5500 REGISTRATION CARDS RECEIVED ON ELECTION DAY.

Registrations received at polling places on election day must be filed in the same file and in the same manner as registrations received prior to that election day.

Statutory Authority: *MS s 201.221*

History: *25 SR 616*

8200.5600 TRAINING ELECTION JUDGES.

Election judges who will be registering voters on election day shall receive training on election day voter registration procedures from the county auditor or designated municipal clerk at the same time training is provided pursuant to Minnesota Statutes, section 204B.25. Note: See chapter 8240.

Statutory Authority: *MS s 204B.25*

8200.5700 NOTICE OF DEFICIENT REGISTRATION.

A voter registration office may send notices to election day registrants whose cards are found to be deficient and request that the voters contact the registration office.

Statutory Authority: *MS s 201.221*

History: *25 SR 616*

8200.5800 POSTERS.

The county auditor shall supply each polling place with posters furnished to the county by the secretary of state. The election judges shall post the posters in an appropriate location in the polling place prior to opening the polls.

Statutory Authority: *MS s 201.221*

OBTAINING COPIES OF PUBLIC INFORMATION LISTS

8200.6100 COPIES OF PUBLIC INFORMATION LISTS.

Persons requesting copies of public information lists shall provide the secretary of state or county auditor with a written request stating the information required by Minnesota Statutes, section 201.091, subdivision 4. The secretary of state may provide forms for these requests.

Statutory Authority: *MS s 201.022; 201.221*

History: *20 SR 2787*

8200.6200 PUBLIC INFORMATION LIST AVAILABLE FOR INSPECTION.

A copy of the public information list must be available for public inspection for authorized purposes at all times in the county auditor's office. The secretary of state may make available for purchase public information lists on paper and other media.

Statutory Authority: *MS s 201.022; 201.221*

History: *20 SR 2787*

8200.6300 [Repealed, 25 SR 616]

8200.6400 FORM OF PUBLIC INFORMATION LIST PROVIDED BY SECRETARY OF STATE.

The public information list provided by the secretary of state must contain the information required by Minnesota Statutes, section 201.091, subdivision 4. The public information list may also include the precinct, ward, congressional district, legislative district, county commissioner district, judicial district, school district, or other identifiers for each election district in which the voter resides. The public information list may be requested on paper or on electronic media.

Statutory Authority: *MS s 201.091; 201.221*

History: *15 SR 2308; 25 SR 616*

CHALLENGES AND VIOLATIONS

8200.7100 CHALLENGES TO VOTER REGISTRATION.

Persons wishing to challenge a voter's registration pursuant to Minnesota Statutes, section 201.195 may do so in the form in part 8200.9950.

The petition shall be accompanied by an affidavit of the challenger stating the basis for the challenge on personal knowledge.

Statutory Authority: *MS s 201.221*

8200.7200 COUNTY ATTORNEY REPORT.

County attorneys shall report the outcome of any investigation of alleged violations of voter registration laws to the secretary of state within ten days of the determination.

Statutory Authority: *MS s 201.221*

8200.8100 [Repealed, 8 SR 1348]

8200.8200 [Repealed, 8 SR 1348]

8200.8300 [Repealed, 8 SR 1348]

8200.9100 [Repealed, 20 SR 2787]

MAINTAINING RECORDS ON DATA PROCESSING SYSTEMS

8200.9115 FORM OF POLLING PLACE ROSTERS.

Subpart 1. **General form of roster.** The polling place rosters must contain the following items from the statewide registration system: voter's name, voter's address, voter's date of birth, voter's school district number, and a line on which the voter's signature can be written. When a voter's registration has been challenged pursuant to Minnesota Statutes, section 201.121, subdivision 2, an indicator noting the voter's challenged status must be printed on the line provided for the voter's signature. A similar indicator must be printed on the line provided for the voter's signature to note a voter's guardianship or felony status, if any.

The following certification must be printed at the top of each page of the polling place roster: "I certify that I am at least 18 years of age and a citizen of the United States; that I reside at the address shown and have resided in Minnesota for 20 days immediately preceding this election; that I am not under guardianship of the person, have not been found by a court to be legally incompetent to vote, and have not been convicted of a felony without having my civil rights restored; and that I am registered and will be voting only in this precinct. I understand that giving false information is a felony punishable by not more than five years imprisonment and a fine of not more than \$10,000, or both."

One or more pages in the polling place roster must be provided for use by voters who register to vote in the polling place on election day. An election day registrant shall fill in the registrant's name, address, and date of birth and shall sign the roster on the line provided.

Each page in the polling place roster must also contain the name of the precinct and a page number. In addition, each line provided for a voter's signature must be consecutively numbered on each page.

Subp. 2. [Repealed, 25 SR 616]

Subp. 3. **Production of rosters.** The Secretary of State shall identify and develop methods of producing polling place rosters. The Secretary of State shall provide polling place rosters for each election in the state. The roster may be provided to the county auditor on paper or computer tape or other electronic medium.

Statutory Authority: *MS s 201.022; 201.091; 201.221*

History: *15 SR 2308; 19 SR 593; 25 SR 616*

8200.9120 INSPECTION OF POLLING PLACE ROSTERS.

An individual who asks to inspect a polling place roster used on election day must provide the county auditor with identification and a written request stating the information required by Minnesota Statutes, section 201.091, subdivision 4. Before fulfilling the request for inspection, the auditor must conceal the month and day of birth of each person on the roster.

Statutory Authority: *MS s 201.091; 201.221*

History: *25 SR 616*

8200.9200 [Repealed, 20 SR 2787]

8200.9300 MAINTAINING DUPLICATE VOTER REGISTRATION RECORDS.

Subpart 1. [Repealed, 20 SR 2787]

Subp. 2. [Repealed, 20 SR 2787]

Subp. 3. [Repealed, 20 SR 2787]

Subp. 4. [Repealed, 20 SR 2787]

Subp. 5. [Repealed, 20 SR 2787]

Subp. 6. [Repealed, 20 SR 2787]

Subp. 7. **Challenges and other notices.** A record of any challenge to a voter registration shall be made part of the registration file and shall remain until removed according to law. The word "challenged" shall appear on the same line as or directly above the name of a challenged voter on the polling place roster. A record of any notice affixed to a voter registration card pursuant to Minnesota Statutes, section 201.15, shall remain part of the file until removed according to law. The word "guardianship" shall appear on the same line as or directly above the name of the voter on the polling place roster. If any other special notice or information is affixed to a voter registration card, an indication of the notice shall be printed on the polling place roster.

Subp. 8. **Absentee voting.** When an absentee return envelope is marked "Accepted" pursuant to Minnesota Statutes, section 203B.12, subdivision 3, the election judge shall place the letters "A.B." in the space for the voter's signature on the precinct election list followed by the judge's initials.

When a return envelope is accepted from a voter who registers on election day by including a registration card with the absentee ballot, the election judge shall print the voter's name, address, and month, day, and year of birth and the letters "A.B." in the appropriate places on the precinct election list.

Subp. 9. **Security.** The auditor or clerk is responsible for maintaining the integrity of the polling place roster and for restricting access to the statewide registration system to properly authorized persons. The auditor or clerk shall provide for the transport and security of the polling place roster according to part 8200.0800.

Subp. 10. **Voter's receipt.** The election judges shall determine the number of ballots to be counted by adding the number of return envelopes from accepted absentee ballots to the number of voter's receipts issued pursuant to Minnesota Statutes, section 204C.10, subdivision 2, or to the number of names signed on the polling place roster. The election jurisdiction may require that the election judges number or initial each voter's receipt as it is issued.

Subp. 11. **Voter registration cards.** Voter registration cards must conform to the specifications of part 8200.1100.

Statutory Authority: *MS s 201.022; 201.221*

History: *8 SR 1348; 20 SR 2787*

8200.9305 ADMINISTRATION OF STATEWIDE REGISTRATION SYSTEM.

The Secretary of State shall develop and operate a centralized database of all registered voters in the state of Minnesota. The database must be available to each county in the state through a statewide registration system provided by the Secretary of State. The registration system must allow the county auditors to add, change, and delete information from the system in order to maintain an accurate database of registrants. The system must provide all county auditors and the Secretary of State with a method to view and search registration information.

A county auditor must use the statewide registration system to execute the duties of chief registrar of voters and chief custodian of registration records in the auditor's county.

Statutory Authority: *MS s 201.022; 201.221*

History: *19 SR 593*

8200.9310 PROCESSING OF COMPLETED VOTER REGISTRATION CARDS.

A completed voter registration card may be returned to any state agency or county auditor. The Secretary of State shall provide training to state agencies on the proper forwarding of completed voter registration cards. Completed registration cards received by the Secretary of State must be forwarded to the appropriate county auditor for entry into the statewide registration system. With the approval of the appropriate county auditor, the Secretary of State shall enter the registration cards into the statewide registration system for that county.

The Secretary of State may electronically transmit the information on the voter registration cards to the appropriate county auditor. The county auditor shall promptly enter the information into the statewide registration system. The original registration cards submitted to the Secretary of State must be maintained either by the Secretary of State or by the appropriate county auditor. Voter registration cards must be stored in either paper, microfilm, or electronic format.

The Secretary of State shall have full access to all functions of the statewide registration system and may, with the authorization of the county, add, change, or delete registration records or other information in the system.

Statutory Authority: *MS s 201.022; 201.221*

History: *19 SR 593*

8200.9315 PROCEDURE FOR ENTERING DATA INTO STATEWIDE REGISTRATION SYSTEM.

When entering information from a voter registration card into the statewide registration system, the Secretary of State or county auditor shall:

- A. conduct a statewide search of the registration database to determine if the registrant has previously registered in Minnesota;
- B. assign the registrant to the proper voting precinct for the address provided on the registration card;
- C. determine all election districts in which the registrant will be eligible to vote;
- D. notify the appropriate county auditor if the registrant has moved from another county in the state in which the registrant was previously registered;
- E. assign the registration record a unique identification number, and date the record as to when the registration was entered into the registration database;
- F. maintain a record of voting history of the registrant for at least the previous six calendar years and a record of previous registrations and changes to voter status in the state for at least two years; and
- G. provide information on prior registrations in other states. At periodic intervals, the Secretary of State shall notify the chief election officials of other states of individuals who have registered to vote in Minnesota and who indicated a prior registration in their state.

The Secretary of State shall establish a precinct finder that must be maintained by each county auditor. The precinct finder must identify the voting precinct that will be assigned to the registrant. For the purposes of redistricting, the Secretary of State shall include geographical data from the United States Census Bureau in the precinct finder.

Statutory Authority: *MS s 201.022; 201.221*

History: *19 SR 593*

8200.9320 INTERACTION WITH DEPARTMENT OF PUBLIC SAFETY.

The Secretary of State, in cooperation with the commissioner of public safety, shall develop a single unified application for use by the Department of Public Safety to permit eligible voters who have indicated they wish to register to vote to simultaneously register to vote and apply for a driver's license or state identification card. The

MINNESOTA RULES 2001

13

VOTER REGISTRATION 8200.9939

Secretary of State and the commissioner of public safety may access a common database of information entered from this application.

The information from the unified application for voter registration and a driver's license or state identification card must be transferred electronically from the commissioner of public safety to the Secretary of State. The Secretary of State shall make available to each county auditor the data necessary to add or update a voter record on the statewide registration system. The county auditor shall process the data in the manner provided in part 8200.9315.

Statutory Authority: *MS s 201.022; 201.221*

History: *19 SR 593*

8200.9325 SECURITY FOR STATEWIDE REGISTRATION SYSTEM.

All authorized users of the statewide registration system must be identified uniquely in the manner provided by the Secretary of State. No access to the statewide registration system will be allowed to any person not identified as an authorized user of the system.

To ensure that information obtained from the statewide registration system is being used in the manner provided by law, the Secretary of State shall insert verification records into the statewide registration system. The verification records must not be included on any master list or polling place roster. If the Secretary of State has reason to believe that information obtained from the statewide registration system was used in a manner inconsistent with Minnesota Statutes, section 201.091, a report must be immediately transmitted to the appropriate county attorney.

Statutory Authority: *MS s 201.022; 201.221*

History: *19 SR 593*

8200.9910 [Repealed, 20 SR 2787]

8200.9916 [Repealed, 12 SR 2215]

8200.9919 [Repealed, 20 SR 2787]

8200.9922 [Repealed, 12 SR 2215]

8200.9925 [Repealed, 12 SR 2215]

FORMS

8200.9939 FORM OF OATH, SPECIFIED BY PART 8200.5100.

I, _____ swear or affirm that I am a registered voter in _____ (County) _____ (City or Township) _____ (Ward) _____ (Precinct) and that I personally know that _____ (Name of person registering) is a resident of this precinct.

Signature of Registered Voter

Subscribed and sworn to before me

Signature of Election Judge

____/____/____
Date

The above oath shall be attached to the voter registration card until the address of the applicant is verified by the county auditor.

Statutory Authority: *MS s 201.022; 201.221*

History: *20 SR 2787*

MINNESOTA RULES 2001

8200.9950 VOTER REGISTRATION

14

8200.9950 CHALLENGES TO VOTER REGISTRATION, SPECIFIED BY PART 8200.7100.

To the Auditor of _____ County
County Courthouse
_____(County Seat), Minnesota

I, _____ (Name of person making challenge), am a registered voter in _____ County, Minnesota. I reside at _____ (Street or Route No.) _____ (City or Township).

I challenge the registration of _____ (Name of challenged voter) whose registration lists his or her residence as _____ (Street or Route No.) _____ (City or Township).

The grounds for my challenge are: _____

_____ (attach additional sheets of signed statement if necessary).

____/____/____
(Date)

(Signature of Challenger)

Statutory Authority: *MS s 201.221*
History: *17 SR 1279*

8200.9953 [Repealed, 20 SR 2787]