

### **What is voter registration list maintenance?**

Voter list maintenance is the process state and county election officials use to maintain accurate and up-to-date voter rolls. Officials must follow appropriate Federal law (the National Voter Registration Act) and State law (§24.2-427) to determine whether a voter should be removed from the rolls.

### **Why is voter registration list maintenance important?**

Voter registration list maintenance is essential to protecting election integrity. Americans deserve an election system that produces an accurate result based on each eligible voter casting a single ballot in their proper jurisdiction. Maintaining an accurate voting roll enfranchises voters because it lowers the likelihood of lines at the polls, reduces voter confusion and decreases the number of provisional ballots. Updated records also allow election administrators to plan, to better manage their budget and poll workers, and to improve voter experience.

### **What is the National Voter Registration Act (NVRA)?**

Commonly referred to as the “motor voter” law because it contained provisions about voter registration at local DMV offices, the NVRA provides guidance for when a state may remove the name of a voter from a list. The NVRA allows states to remove voters who have not voted in two consecutive federal general elections and failed to respond to a confirmation notice from an elections office. Other reasons for removal include death, felony conviction, having moved from one jurisdiction to another, mental incompetence, or at the voter’s request.

### **What are other sources does Virginia use to ensure accurate voting lists?**

States can use other government records to check the accuracy of their voting lists.

#### **Felon Records**

Va. Code §24.2-409 requires the Virginia State Police (VSP) Central Criminal Records Exchange (CCRE) to provide a monthly list of felony convictions to the Virginia Department of Elections as well as an annual list of all felony convictions.

The NVRA requires the U.S. Attorney’s Office to provide the Department of Elections with felony conviction information on the federal level. §24.2-409-1 requires the Department of Elections to share this information with the local general registrar.

#### **Death Records**

Va. Code §24.2-404.3 requires the Virginia Department of Elections to conduct a match of the voter registration list against the list of deceased persons maintained by the Social Security Administration (SSA) on or before October 1 of each year. The SSA distributes its death records through the U.S. Department of Commerce’s National Technical Information Service (NTIS). Death records identified by this process are provided to the responsible local general registrar for further review and processing.

Va. Code §24.2-408 requires the Bureau of Vital Statistics (BVS) at the Virginia Department of Health to transmit to the Virginia Department of Elections a weekly list of those who have died in the previous week.

Each month, the BVS data is loaded into the Virginia voter registration system. The records are matched against existing registered voters and any potential matches are provide to the responsible local general registrar for further review and processing.

### **Mentally Incapacitated Adjudications**

Va. Code §24.2-410 requires the clerks of the circuit courts to send the Virginia Department of Elections a monthly report indicating any individuals who were adjudicated mentally incapacitated. This information is sent to the appropriate local general registrar for further review and processing.

### **Non-Citizen Records**

Va. Code §24.2-410.1 requires the Department of Motor Vehicles (DMV) to request all customers identify their citizenship status. On a monthly basis, the DMV shares the list of individuals who responded “No” to the citizenship question with the Virginia Department of Elections. The Department of Elections matches this information to the list of existing registered voters, and any potential matches are provided to the appropriate local general registrar for further review and processing. This process results in the removal of any registered voter if the voter does not subsequently affirm their U.S. citizenship to the general registrar within 14 days of the registrar notifying the voter of the potential cancellation.

### **Personal Request**

Anyone who wishes to cancel their voter registration for personal reasons may submit a signed written request or an official “Request to Cancel Voter Registration” either by mail, fax, or in person.

### **Ways you can help keep the voter rolls accurate and up to date:**

1. When you or someone in your household moves, drop us a quick note containing the full name(s) of those moving, old address, new address, and signature(s).
2. If you receive election mail addressed to someone who does not reside at your address, write “Return to Sender – Not at this Address” on the envelope and drop it back in the mail. If you throw it in the trash, we have no way of knowing the individual does not reside at your address.