

# Frederick County Board of Elections

## Application for Voter Registration Data

**PLEASE PRINT NEATLY!**

### 1. Provide Applicant Information (Must be a Registered Maryland Voter.)

Name: \_\_\_\_\_ Best Phone #: \_\_\_\_\_

Residential Address: \_\_\_\_\_

City: \_\_\_\_\_ State: MD Zip Code: \_\_\_\_\_

Registered in \_\_\_\_\_ (County/City) Email Address (required for all requests) : \_\_\_\_\_

**Purpose of Request:** \_\_\_\_\_

### 2. Provide Organization Information (Required for all requests.)

Name of Entity: \_\_\_\_\_ Company Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Best Phone #: \_\_\_\_\_

### 3. Indicate Data Needed (Check ONE.)

☐ Countywide (\$75)

☐ Single District (\$75 per district specified) - Specify District Type: \_\_\_\_\_ District Number: \_\_\_\_\_

### 4. Indicate Type of List Needed (See next page for file details. Check ONE.)

☐ Absentee Applicants List (delivered via secure email) Specify SINGLE election: \_\_\_\_\_

☐ Newly Registered Voters (since January 1)

☐ Early Voting List for a PAST election. Specify SINGLE election: \_\_\_\_\_

☐ Registered Voter List (if voting history desired, indicate below, or no history will be provided:)

☐ Include Voting History (up to 5 elections):

Specify Election Types: ☐ Primary Election ☐ General Election ☐ Municipal Election (available years vary specify below)

Specify Election Years: ☐ 2024 ☐ 2022 ☐ 2020 ☐ 2018 ☐ 2016 ☐ 2014 ☐ 2012 ☐ 2010 ☐ 2008

**For MUNICIPAL ELECTIONS ONLY:** Specify Election Years: \_\_\_\_\_

### 5. Type of Voters to Include on List (Check all that apply)

☐ All Voters ☐ Democratic Voters ☐ Republican Voters ☐ Other Parties (specify): \_\_\_\_\_

### 6. Choose Delivery Method

☐ Via Secure File Download (no additional charge)

On-CD (\$5.00 additional charge)

☐ Printout (\$0.25 per page)

### 7. Read Statement and Sign Oath

Under the penalties of perjury, I declare that no part of any list requested by this application is intended to be used for commercial solicitation or for any other purpose that is not related to the electoral process.

I am aware that if I or any other person who has a registration list under his or her control knowingly allows any part of this list to be used for commercial solicitation or for any other purpose that is not related to the electoral process, that individual is guilty of a misdemeanor and, on conviction, subject to imprisonment for not less than 30 days or more than 6 months, to a fine of up to \$250, or to both imprisonment and fine.

I, \_\_\_\_\_, have read and understand the above statement and agree to pay the balance due upon submission of request.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

Under Maryland Law, a person may not willingly or knowingly "prevent, hinder, or delay a person having a lawful right to register from registering, through the use of force, threat, menace, intimidation, bribery, reward, or offer of reward." Md. Code, Elec. Law § 16-101

**PLEASE SEE OTHER SIDE FOR IMPORTANT INFORMATION AND INSTRUCTIONS ON COMPLETING THIS FORM.**

#### For Office Use Only:

Request completed by: \_\_\_\_\_ Date completed: \_\_\_\_\_

Applicant's Voter Reg Num: \_\_\_\_\_ Total Fee: \_\_\_\_\_ ☐ Cash ☐ Check #: \_\_\_\_\_ ☐ CC Approval #: \_\_\_\_\_

# Frederick County Board of Elections

## Application for Voter Registration Data

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**Qualifications:** To apply for a voter registration list, the applicant must sign a statement, under penalty of perjury, that the list is not intended to be used for purposes of commercial solicitation or any other purpose not related to the electoral process. (Election Law Article, §3-506, Annotated Code of Maryland and COMAR 33.03.02.03A and 33.03.02.04)

**Application Deadline:** Before any election, neither the State Administrator nor any election director may respond to an application for a voter registration list unless the application was filed on or before the advanced registration deadline. Applications received after that date shall be returned. (COMAR 33.03.02.05B)

**Delivery:** Requests will be turned around within 10 working days from the time we receive the application. Output may be picked up from the Frederick County Board of Elections office. To ensure delivery, provide contact information as indicated on the application.

**Cost:** County-wide lists: \$75.00, District or municipality lists: \$75.00 each

**Payment:** Payment-in-full must accompany this application. Payment can be in the form of cash, certified check, personal or campaign check, or money order. Make checks payable to: **Frederick County Board of Elections. All returned checks will be assessed a fee of \$25.00.**

**File Format:** All files are tab separated text files with no text-delimiter. This format is easily imported into Microsoft products; however, countywide data files are often **too large to read in Excel or Access.**

### File Details:

**Newly Registered Voters List:** Text file containing new voters who registered since January 1. **These voters are also included in the Registered Voter List.**

**Absentee Applicants List:** Text file containing a list of voters with absentee ballot **requests** for the given election. It includes voter id, name, residential address, mailing address, absentee ballot address, precinct, district information, state and county registration dates, party, absentee type, absentee request status, and county. Actual absentee VOTERS are on voter history lists.

**Early Voting List:** Text file listing voters who voted at an early voting location for the specified election. It includes voter ID, name, early voting location, date of voting, party, residential address (in one column), mailing address (in one column), ballot style, precinct, and gender. This information is already on the voter history lists.

**Registered Voters List:** Text file containing a list of registered voters with name, party, gender, residential address, mailing address, status, state and county registration dates, split and precinct, congressional district, legislative district, councilmanic district, ward, municipal district, and county.

**Voting History Included in Registered Voter List:** Text file identical to the registered voter list **EXCEPT:** some columns are in a different order, it does not have a column for councilmanic district, and there is a column for each election selected. This list is easy to view when opened in a spreadsheet format, but it gives no data on voting method or date.

**Disclaimer:** *The Frederick County Board of Elections does not guarantee that the data requested will be compatible with all software programs. The applicant will utilize his/her own software to import this data to his/her database. Technical support and special data formats are not provided.*

**IMPORTANT:** *Voting history MUST be requested at time of your original request. Any changes to requested data will require completion of a new request, including payment of the current fees.*

**Questions?** Please email [ElectionBoard@FrederickCountyMD.gov](mailto:ElectionBoard@FrederickCountyMD.gov)