



## CHURCH VOTER REGISTRATION COORDINATOR INFORMATION

Each person registering voters must be a registered voter themselves and will need to complete a **Registration Form for Voter Registration Solicitors**. Fax the completed form to the Secretary of State's office using fax number 573-526-3242 or mail it in with the Voter Registration Application Request Form. Use the Voter Registration Application Request form in your packet to request 50 Missouri Voter Registration Application cards to be delivered to your home address. The Secretary of State's office does not charge for this service. You can also contact them at their office 573-751-2301 or 1-800-669-8683.

You will want to assemble a team of workers to ensure that registration is available at every worship service during the scheduled time for registration. Before and after your church service is a prime opportunity to register voters. It will also provide a way for a registered voter to change their address if they have moved since the last time they voted. You may want to prepare an announcement for your church bulletin or newsletter. I recommend staffing your table 15 minutes before and 30 minutes after each service.

Those who want to register only need to fill out a Missouri Voter Registration Application postcard and give it to you. Be sure to collect the completed cards to deliver to the appropriate County Election Authority. Individuals *may* take their registration cards with them, but do your best to follow up with them and make sure they have been mailed. You may register individuals from other counties, but their forms must be delivered to their county election authority. Find your local election authority at this Secretary of State website- [www.sos.mo.gov/elections/countyclerks.asp](http://www.sos.mo.gov/elections/countyclerks.asp). **There is a registration deadline before every election, so please get completed forms to the county election office before the end of business on that date. See enclosed Election Date Calendar. I usually take the cards to my county clerk and mail with receipt of mail to other counties election authorities.**

An excellent website for voter and election information, training videos, resources and downloading of forms is [www.sos.mo.gov](http://www.sos.mo.gov), click on elections then click on Voter Information.

Thank you very much. If you have any questions, please don't hesitate to contact me.

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