



## ST. MARY'S COUNTY BOARD OF ELECTION APPLICATION FOR VOTER REGISTRATION DATA

**Qualifications:** To apply for a voter registration list, the applicant must be a registered voter in Maryland and 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. The applicant's registration will be verified before the processing of the application is complete.

**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 registration deadline. Applications received after that date shall be returned.

**File Contents:** Each file will contain the following fields: registrant's full name, residence address, mailing address (if applicable), registration date, date of birth, gender, party affiliation, district/precinct, registrant ID number, status and voter history (when applicable).

**File Format:** All requests can be provided on a compact disk. A printout is also available depending on the size of the printout. An extra charge may be applied if the list is very large, please check with the Election Office before requesting.

**Turn around time:** 10 working days.

**Payment:** Either the required deposit (refer to cost structure below) or full payment must accompany this application. Payment can be in the form of cash, certified check, personal or campaign check or money order. The applicant also agrees to pay the balance due (if applicable) prior to receipt of the requested output. Make checks payable to: **St. Mary's County Board of Elections**.

**Return Check Policy:** All returned checks will be assessed a fee of \$25.00.

**Delivery Instructions:** Output may either be picked up from the St. Mary's County Board of Elections office or mailed to the applicant. The files are too large to email. The applicant must provide telephone number(s) for contact purpose or the desired mailing address if it is different from the residence address.

**Contact Person:** Chris Quade 301-475-7844 ext 1615 or [chris.quade@stmarysmd.com](mailto:chris.quade@stmarysmd.com)

**Disclaimer:** The St. Mary's County Board of Elections does not guarantee that the data requested in electronic format will be compatible with all software programs. The applicant will utilize his/her own software program database in order to import this information to his/her database.

**Cost Structure:**

Full County List (CD): \$50.00.

Other List (CD): \$30.00 plus \$5.00 set-up charge.

Print Out's: \$25.00 up to 100 pages, anything over 100 pages will be charged \$.05 extra per page.

Deposit: \$10.00.

**St. Mary's County Board of Elections  
P.O. Box 197  
41650 Tudor Hall Road  
Leonardtown, MD 20650  
301-475-7844 ext 1615  
Fax: 301-475-4077**

Website: <http://www.co.saint-marys.md.us/supervisorofelections/index.asp>

1.) Applicant's Name: \_\_\_\_\_  
2.) Date: \_\_\_\_\_  
3.) Applicant's Residence Address: \_\_\_\_\_

4.) Telephone Number(s) – Home \_\_\_\_\_ Business \_\_\_\_\_  
5.) Registered voter in: \_\_\_\_\_ (County/City)  
District \_\_\_\_\_ Precinct \_\_\_\_\_

6.) If you are buying data on behalf of a corporation or other business entity, provide the name and address of entity:  
Name of Entity: \_\_\_\_\_  
Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

7.) Specify the intended use of data (detailed explanation required):  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8.) Delivery (files are too large to send by email):  
 Will Pick Up  
 Mail – if mailing address is different from above, provide mailing address.

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

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**FILE FORMAT:**

**CD** (comes is Microsoft Excel format)

**Paper List**

**TYPE OF LIST:**

- Voter Walking List
- Household Walking List
- Registered Voter List (Basic list with no voter histories)
- Voting History List by Election Type & Date (select type(s) & years below, up to 5 elections)
  - Gubernatorial Primary
  - Gubernatorial General
  - Presidential Primary
  - Presidential General

Year(s): \_\_\_ 1990 \_\_\_ 1992 \_\_\_ 1994 \_\_\_ 1996 \_\_\_ 1998 \_\_\_ 2000 \_\_\_ 2002  
\_\_\_ 2004 \_\_\_ 2006 \_\_\_ 2008 \_\_\_ 2010

**VOTER INFORMATION:  
(Check all that apply)**

\_\_\_ All voters \_\_\_ Male \_\_\_ Female \_\_\_ By Age Range\* \_\_\_ By Reg. Date\*

\*Specify Age or Date Range: \_\_\_\_\_

\_\_\_ All Party Affiliations \_\_\_ Specific Party – Specify: \_\_\_\_\_

\_\_\_ Active Voters \_\_\_ Active & Inactive Voters

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**Please read statement before signing.** Under penalty of perjury, I hereby declare, as required by Election Law Article 3-506, Annotated Code of Maryland, that I do not intend to and I will not use the list of registered voters for which I am applying for purposes of commercial solicitation or for any other purpose not related to the electoral process, and that I will not knowingly allow the list to be used by any other person or entity for purposes of commercial solicitation or for any other purpose not related to the electoral process. I am aware that any person who knowingly allows such a list under his or her control to be used for commercial solicitation or for any other purpose not related to the electoral process is guilty of a misdemeanor and is subject to punishment under Election Law Article, Title 16, Annotated Code of Maryland.

I, \_\_\_\_\_ (print name), have read and understand the above statement and agree to pay the balance due upon receipt of the voter registration list.

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

\_\_\_\_\_  
Date