

## **CDOR Form Processing FAQs**

Q: What correspondence is sent when a new registration is made Incomplete because the applicant indicated he/she is not a U.S. Citizen?

A: The applicant is made Incomplete, because he/she has provided conflicting information (indicated not a citizen, but signed affirmation indicating citizenship). An applicant who is registered as Incomplete in SCORE is ineligible to vote until further action is taken by the applicant. The applicant will not receive a ballot. See the attached correspondence template: Confirmation of Citizenship Letter (new voter)

Q: What correspondence is sent when an existing voter indicates he/she is not a U.S. Citizen?

A: The elector is sent correspondence to clarify the conflicting information. See the attached correspondence template: Confirmation of Citizenship Letter (existing voter)

Q: There is no direction as to what to do for a voter who fails to answer the question of “Do you want to register to vote” on the Tall & Skinny. Why?

A: Under the current CDOR process, the applicant must say “yes” to the question “Do you want to register to vote?” at the DMV counter for the Tall & Skinny to be created. As a result, there is a presumption that the elector has answered yes on that form, where there is no similar presumption on the change of address form.

Q: Should an existing voter’s record be updated even if they fail to sign the self-affirmation?

A: Yes. A signature is not required to update a voter registration record based on a change of address with CDOR. (Section 1-2-213(6), C.R.S.)

Q: Previously, guidance was issued that unless the voter checked the box “Yes, this change should be applied to my voter registration record”, the form should be disregarded, even if the affirmation was signed. Is this guidance superseded by the new CDOR form processing chart?

A: Yes. The CDOR form processing chart should be used to determine how to handle all CDOR voter registration forms moving forward.

Q: The guidance is different on the forms for a new voter who fails to answer the “Are you a U.S. Citizen” question, but signs the affirmation. Why?

A: The Change of Address form is intended to serve as an update to an existing voter registration, and not as an application for a new registration. Where the applicant has signed the affirmation but has failed to provide any additional information indicated he/she wished to register to vote, the voter should be registered Incomplete and contacted.