

2024 Election Cycle

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Director, Division of Elections

Florida Department of State

May 21, 2024

(updated 5/31/2024 post-conference)



Florida Supervisors of Elections - Summer Conference 2024

What Lies Ahead



2nd Qualifying Period

Primary Election

General Election

Upcoming dates



Candidate Qualifying Period 2024

State Senator, State Representative, County Office and Special Districts

Noon, June 10, 2024 - Noon, June 14, 2024 (Pre-qualifying period begins May 27, 2024)

Primary Election 2024

Vote-by-Mail Ballot Send Deadline - UOCAVA Voters (Absent Stateside and Overseas Uniformed and Civilian Voters)(45 days before election) for requests already on file

July 6, 2024

Vote-by-Mail Ballot Send Deadline - Domestic Voters (7-day window) for requests already on file

July 11, 2024 - July 18, 2024

Voter Registration Deadline (book closing)

July 22, 2024

Early Voting - Optional Days (A county may offer one or more of these early voting days)

August 5, 6, 7, 8, 9 and 18, 2024

Deadline to Request that Ballot Be Mailed

August 8, 2024

Early Voting - Mandatory (8-day period)

August 10 - 17, 2024

PRIMARY ELECTION DAY

August 20, 2024

General Election 2024

Vote-by-Mail Ballot Send Deadline - UOCAVA Voters (Absent Stateside and Overseas Uniformed and Civilian Voters)(no later than 45 days before election) for requests already on file

September 21, 2024

Vote-by-Mail Ballot Send Deadline - Domestic Voters (7-day window) for requests already on file

September 26, 2024 - October 3, 2024

Voter Registration Deadline (book closing)

October 7, 2024

Early Voting - Optional Days (A county may offer one or more of these early voting days)

October 21, 22, 23, 24, 25, and November 3, 2024

Deadline to Request that Ballot Be Mailed

October 24, 2024

Early Voting - Mandatory (8-day period)

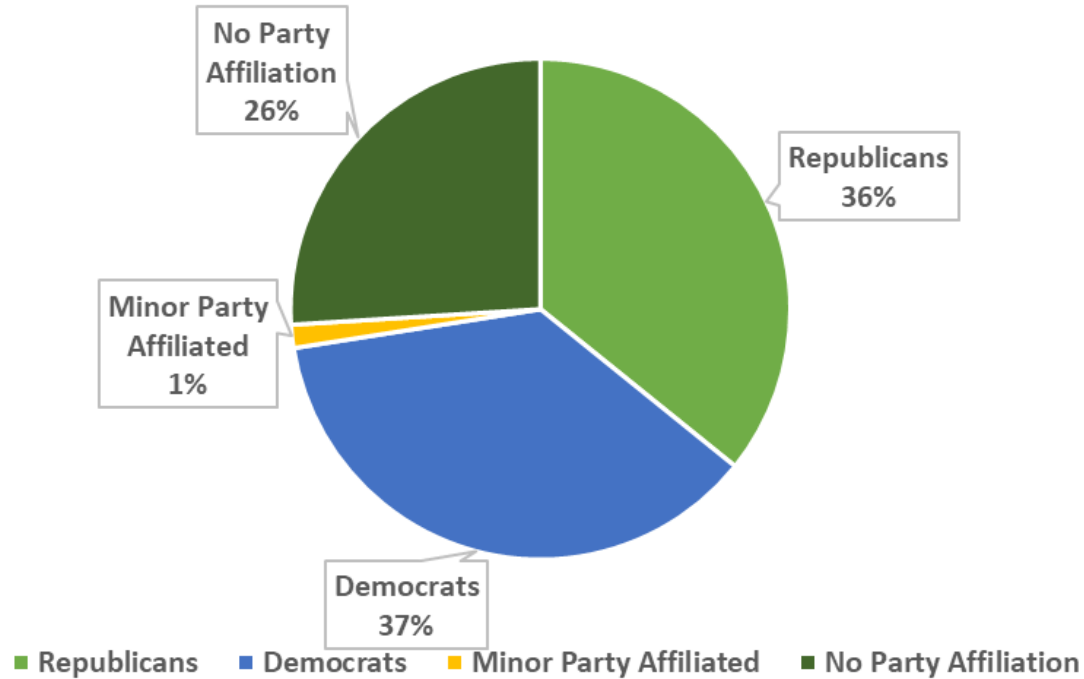
October 26 - November 2, 2024

GENERAL ELECTION DAY

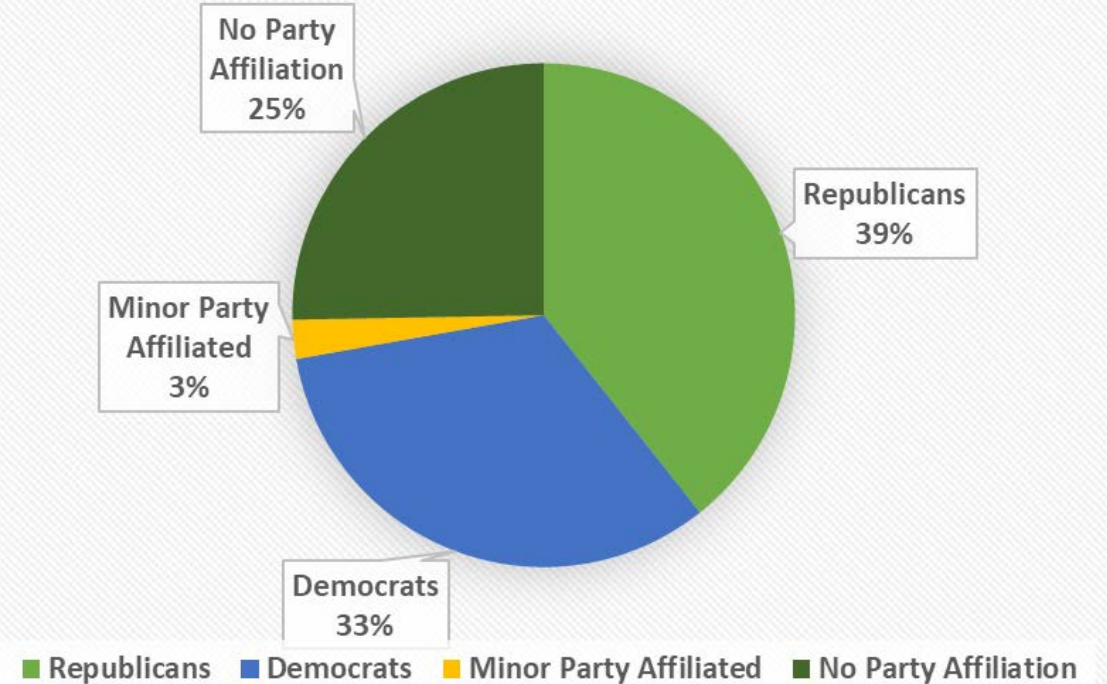
November 5, 2024

Active registered voters book closing

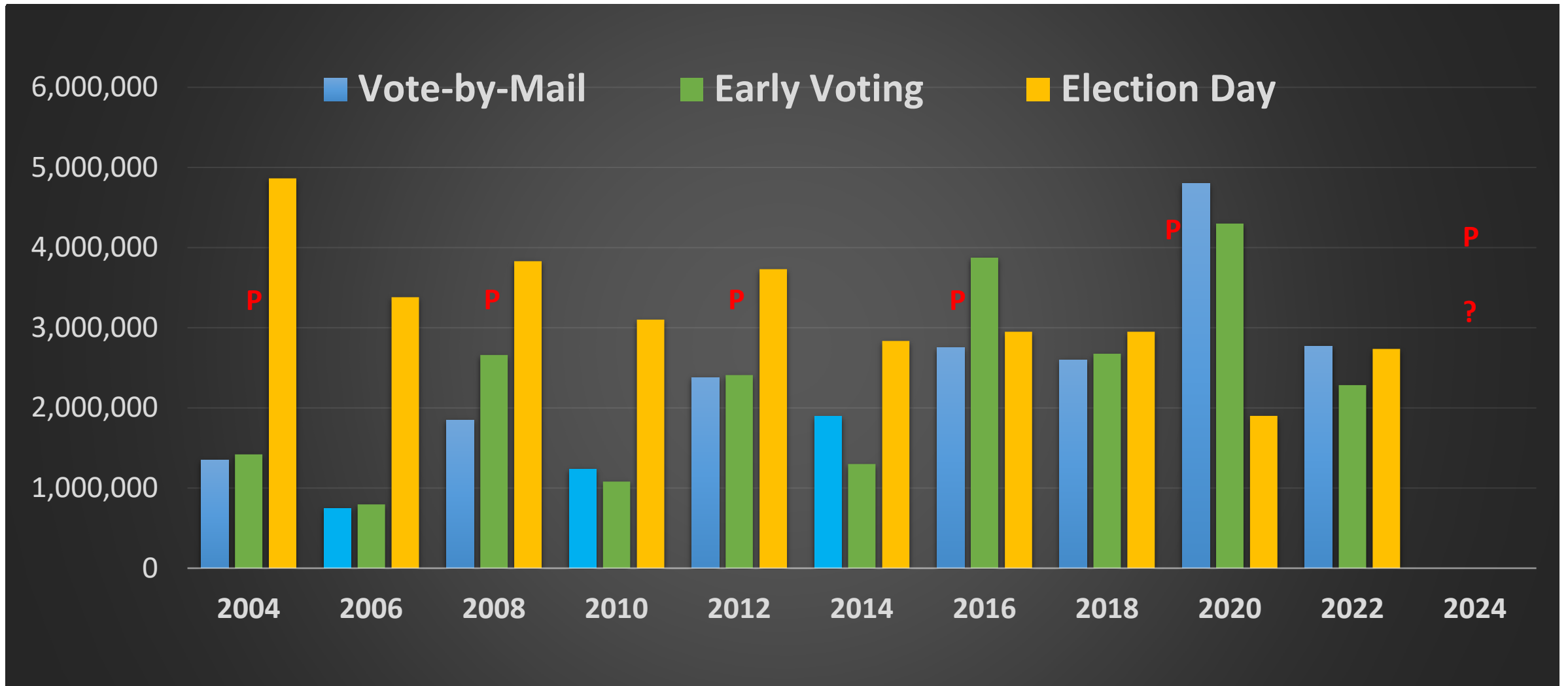
Active Registered Voters 2020 (GE)



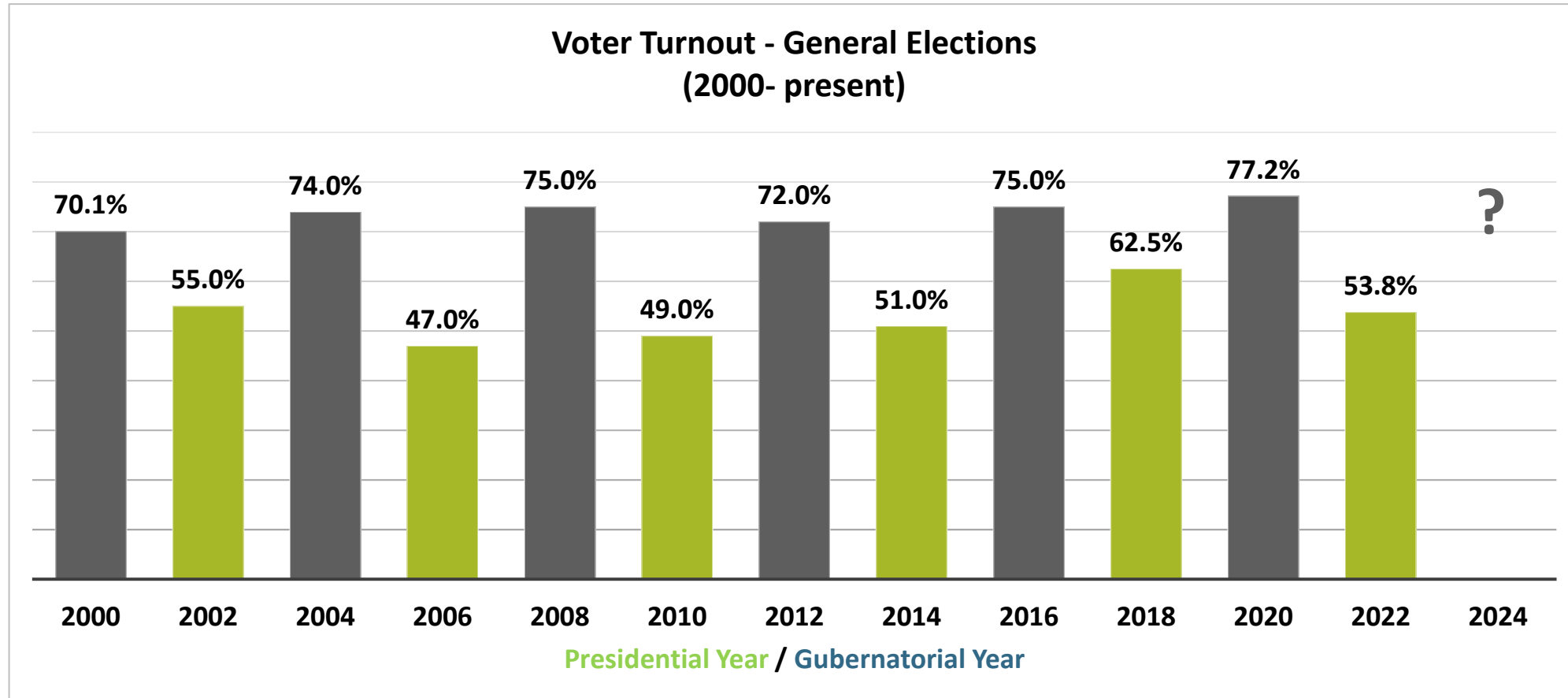
Active Registered Voters 2024 (PPP)



Voting Trends



Voter Turnout - General Elections



Gubernatorial Election Years

Presidential Election Years

Constitutional amendments



Initiative Petitions

Amendments on Ballot

Initiative Petition

- ❑ February 2, 2024 – New cycle for initiative petition gathering and signature verification
 - ✓ Monthly reporting online until December 1, 2025 (then weekly)
 - ✓ Number of signatures submitted
 - ✓ Number of invalid /valid signatures
 - ✓ Total number of signatures processed,
 - ✓ Aggregated number of verified valid signatures and distribution by congressional district

- ❑ Reminder: Cross-check numbers online regularly versus what you are showing

Constitutional amendments on the 2024 GE Ballot

- Ballot Position **1** - Partisan Election Members of District School Boards (Legislative resolution)
- Ballot Position **2** - Right to Fish and Hunt (Legislative resolution)
- Ballot Position **3** - Adult Personal Use of Marijuana (Initiative Petition/Serial # 22-05)
- Ballot Position **4** - Amendment to Limit Government Interference with Abortion (Initiative Petition/Serial #23-07)
- Ballot Position **5** - Annual Adjustments to the Value of Certain Homestead Exemptions
- Ballot Position **6** - Repeal of Public Campaign Finance Requirement

Constitutional amendments – upcoming activity

- Pending litigation on Constitutional Amendment #4 regarding its fiscal impact statement
- Newspaper publications (10th and 6th week before general election)
- Translation complete
- Ballot language memo prepped (pending litigation outcome)
- Booklets for early voting sites and election day prepped (pending litigation)
- Citizen initiatives that made ballot position require additional language on ballot - Fiscal Impact Statement prepped by Financial Impact Estimating Conference and applicable statutory boilerplate State Budget Impact Statement

“Four corners”

Forms

DS-DE 9

- ❑ Campaign treasurer appointment /depository designation form with revision date (10/10/23) before rule adopted - ACCEPTABLE
- ❑ Reason for different dates – tech error that was subsequently corrected
- ❑ Once corrected, the Florida Administrative Register reverted the date of the form back to the date of rule.
- ❑ Current (and posted) form date is 9/23/2023

APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY FOR CANDIDATES (Section 106.021(1), F.S.) (PLEASE PRINT OR TYPE)				OFFICE USE ONLY	
NOTE: This form must be on file with the filing officer before opening the campaign account.					
1. CHECK APPROPRIATE BOX(ES): <input type="checkbox"/> Initial Filing of Form <input type="checkbox"/> Re-filing to Change: <input type="checkbox"/> Treasurer/Deputy <input type="checkbox"/> Depository <input type="checkbox"/> Office <input type="checkbox"/> Party					
2. Name of Candidate (in this order: First, Middle, Last): (Please Print or Type Name)			3. Address (include PO Box or Street, City, State, Zip Code):		
4. Telephone: ()		5. Candidate's Voter Registration #: (not required for qualifying purposes)		6. Email Address:	
7. Office Sought (include district, circuit, group, or seat #):			8. If a candidate for a nonpartisan office, check the box if applicable: <input type="checkbox"/> I intend to run as a Write-In Candidate.		
9. If a candidate for partisan office, check the box and fill in the name of the party as applicable: I intend to run as a <input type="checkbox"/> Write-In Candidate. <input type="checkbox"/> No Party Affiliation Candidate. <input type="checkbox"/> _____ Party candidate.					
10. I have appointed the following person to act as my: <input type="checkbox"/> Campaign Treasurer <input type="checkbox"/> Deputy Treasurer					
11. Name of Treasurer or Deputy Treasurer:			12. Telephone: ()		13. Email Address:
14. Mailing Address:		15. City:		16. State:	17. Zip Code:
18. I have designated the following bank as my (check appropriate box): <input type="checkbox"/> Primary Depository <input type="checkbox"/> Secondary Depository					
19. Name of Bank:			20. Address:		
21. City:		22. County:		23. State:	24. Zip Code:
UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING FORM FOR THE APPOINTMENT OF THE CAMPAIGN TREASURER AND DESIGNATION OF THE CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED IN IT ARE TRUE.					
25. Date:			26. Signature of Candidate: X		
27. Treasurer's Acceptance of Appointment (fill in the blanks and check the appropriate box) I, _____ do hereby accept the appointment designated above as: (Please Print or Type Name) <input type="checkbox"/> Campaign Treasurer. <input type="checkbox"/> Deputy Treasurer.					
28. Date:			29. Signature of Campaign Treasurer or Deputy Treasurer X		
DS-DE 9 (Rev. 09/23)				Rule 1S-2.0001, F.A.C.	

DS-DE 9

- ❑ Question: Does a precinct-man, precinct-woman need to file a DS-DE 9?

DS-DE 9

- ❑ Question: Does a precinct-man, precinct-woman need to file a DS-DE 9?
- ❑ Answer: No, as used in Chapter 106, candidates who have to file DS-DE 9 per s. 106.021, FS DO NOT INCLUDE candidates for party office

DS-DE 40

- s. 101.595, FS
- Overvote/undervote report template
- Presidential /Vice – President Contest
- Due December 15, 2024

FLORIDA
DIVISION OF
ELECTIONS

General Election Report On Overvotes And Undervotes
(Section 101.595(1), Fla. Stat.) (Due to the Division of Elections no later than December 15th of the General Election year)

Section I
Information/Summary

The data in Section I pertains to this election.

General Election Year	1	2024
County Name	2	
Registered Voters	3	

Section II
Ballot Design

The data in Section II is for ballot design only. Please put an "X" in all boxes that apply. Refer to the Instructions worksheet, if needed.

Ballot Language		Rule Deviations	
4	<input type="checkbox"/> English only	12	<input type="checkbox"/> There were more candidates than would fit in one column or screen
5	<input type="checkbox"/> Multi-Language - All languages on one ballot		
6	<input type="checkbox"/> Multi-Language - Each language on a separate ballot	13	<input type="checkbox"/> The candidate's name was longer than would allow the party abbreviation to fit to the right of the candidate's name
Instructions			
7	<input type="checkbox"/> Ballot Instructions - Across page - Centered	14	<input type="checkbox"/> A candidate's name was too long to fit on one line in the minimum font size
8	<input type="checkbox"/> Ballot Instructions - Across page - Flush Left		
9	<input type="checkbox"/> Ballot Instructions - Leftmost Column	15	<input type="checkbox"/> The party abbreviation couldnot be printed in the minimum font size without going onto a second line
Contest Title			
10	<input type="checkbox"/> Contest Title - No Background	16	<input type="checkbox"/> Printing the (Vote for X) designations in the minimum font size would have required require an additional ballot card
11	<input type="checkbox"/> Contest Title - Shaded Background		
		17	<input type="checkbox"/> The voting system does not permit the suppression of party abbreviations when a universal primary contest exists
		18	<input type="checkbox"/> An other extraordinary circumstances which could not reasonably be accommodated except by deviation from the requirements of the rule. Describe in the Comments below:

Instructions Form

DS-DE 81

- s. 102.141(10)
- Report **conduct of elections** no later than 20 business days after the ECC certifies results
- Submitted by Supervisor (not canvassing board)
- Division review (in progress) to determine if anything to bring to SOE's attention and provide possible solutions and trainings to supervisors

Conduct of Election Report
§102.141, Fla. Stat.

The Supervisor of Elections is required to file this report with the Division of Elections every election. **The report is due no later than 20 business days after the Elections Canvassing Commission certifies the election.** The report must be submitted via the SOE file transfer utility on the SOE portal. For assistance, please contact the Bureau of Voting Systems Certification at 850.245.6220.

1. County: _____
Date of election: _____
Type of election (check one):
 Presidential preference primary
 Primary
 General
 Special (specify): _____

2. Election management system used (specify system and version): _____


3. Election definition created by (check one):
 SOE staff
 Vendor name: _____
 Other (specify): _____

4. Automated independent audit system used (check one):
 No
 Yes (specify system and version): _____

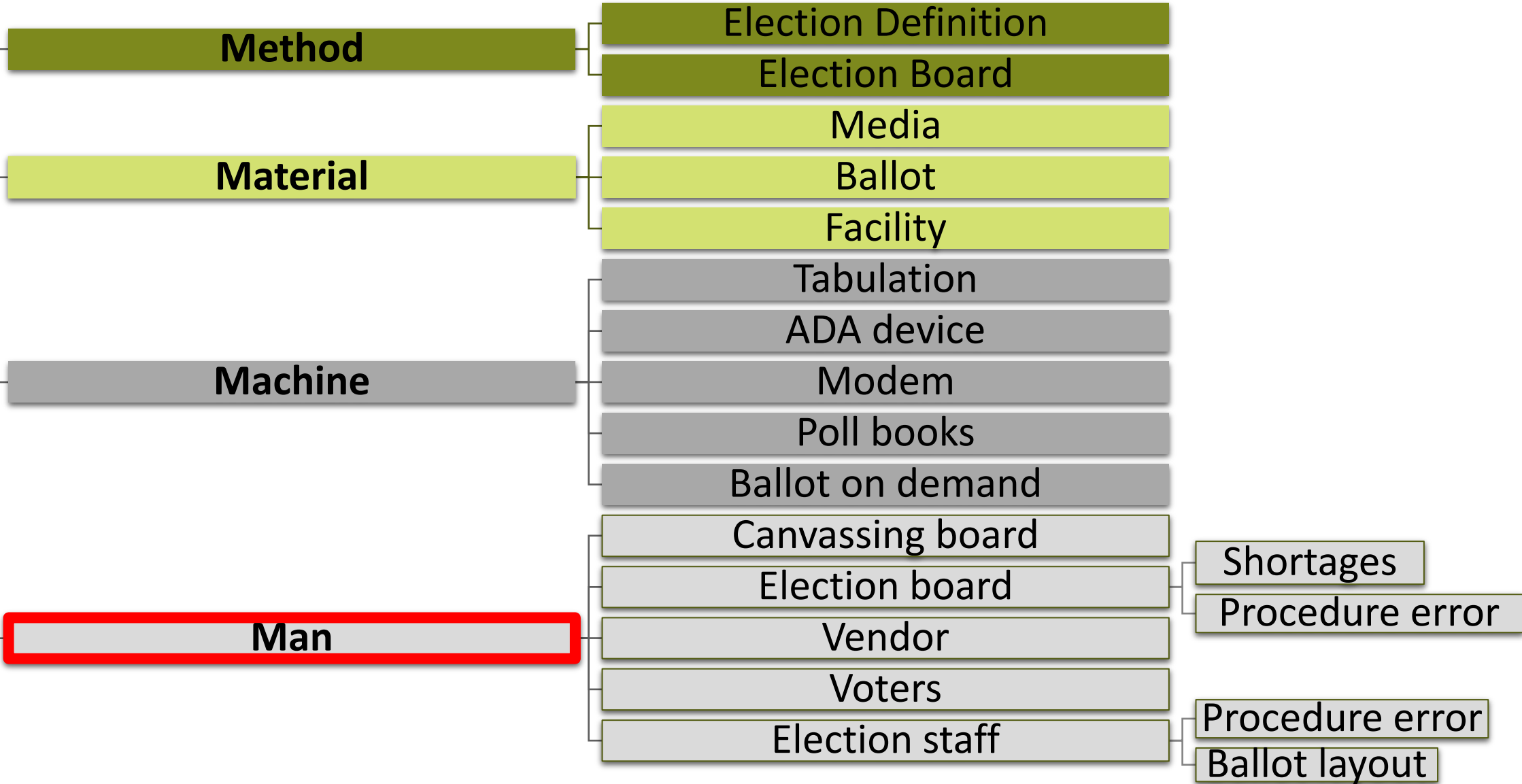
5. Voter check-in device used (check all that apply):
 E-poll book (specify vendor name): _____
 Paper poll book

6. Provide a count of all voting devices used (insert applicable number) and explain the reason for removal, replacement, or addition of voting devices in the section provided.

Vote-by-mail (VBM) central count scanners (e.g., DS200, DS300, DS450, DS850, DS950, ICC, ICE)				
Type of scanners used	Initial number of scanners deployed	How many were removed	How many were replaced	How many were added

 Form DS-DE 81 (eff.02/16/2024) Page 1 of 12

**Conduct of Elections Report
for 2024**



DS-DE 119 and DS-DE 127

- ❑ 3PVRO (Application to Register as 3PVRO) and Declarations
- ❑ Provisions relating to affirmations or declarations regarding citizenship status to for 3PVRO voter registration agents is permanently enjoined by federal court order and therefore not in effect or required to be executed.

Russian “Rulette”

Rules

R1S-2.0001- Designation of qualifying/filing officer and candidate oaths

- ❑ Implements provisions revising oaths
- ❑ Adopted 11/13/2023
- ❑ Highlighted changes
- ❑ Forms Incorporated by reference (13)

- DSDE301C - State and Local Partisan Oath Write-In
- DSDE301B - State and Local Partisan Oath No Pty Aff
- DSDE301A - State and Local Partisan Oath Pty Aff
- DSDE300C - Fed Oath Write-In
- DSDE300A - Fed Oath Pty Aff
- DSDE306WP - Pres. VP Write-in

- DSDE302NP - NOP Oath
- DSDE300B - Fed Oath No Pty Aff
- DSDE304SB - School Board Oath
- DSDE303JU - Judicial Oath
- DSDE09 - CAN App Cam Treas
- DSDE305B -Committeemen and Committeewomen Oath - District
- DSDE305C -Committeemen and Committeewomen Oath - Precinct

Candidate qualifying

- ❑ Candidates (including judicial candidates) oaths now require disclosure of outstanding fines and fees exceeding \$250
- ❑ State committeemen and state committeewomen can now prequalify (s. 103.091)
- ❑ **Message from the Bureau of Election Records**
 - ✓ Counties should be entering their local candidates into the SOE portal that have already filed to run.
 - ✓ The SOE User Guide is available next to **Local Candidates**.
 - ✓ Problems with an office not appearing in the portal should be addressed with Donna Brown before the beginning of the next qualifying period.

Candidate oath

- ❑ Question: If a candidate has a public records request exemption on file, what address are they to use on the Candidate Oath?

Candidate oath

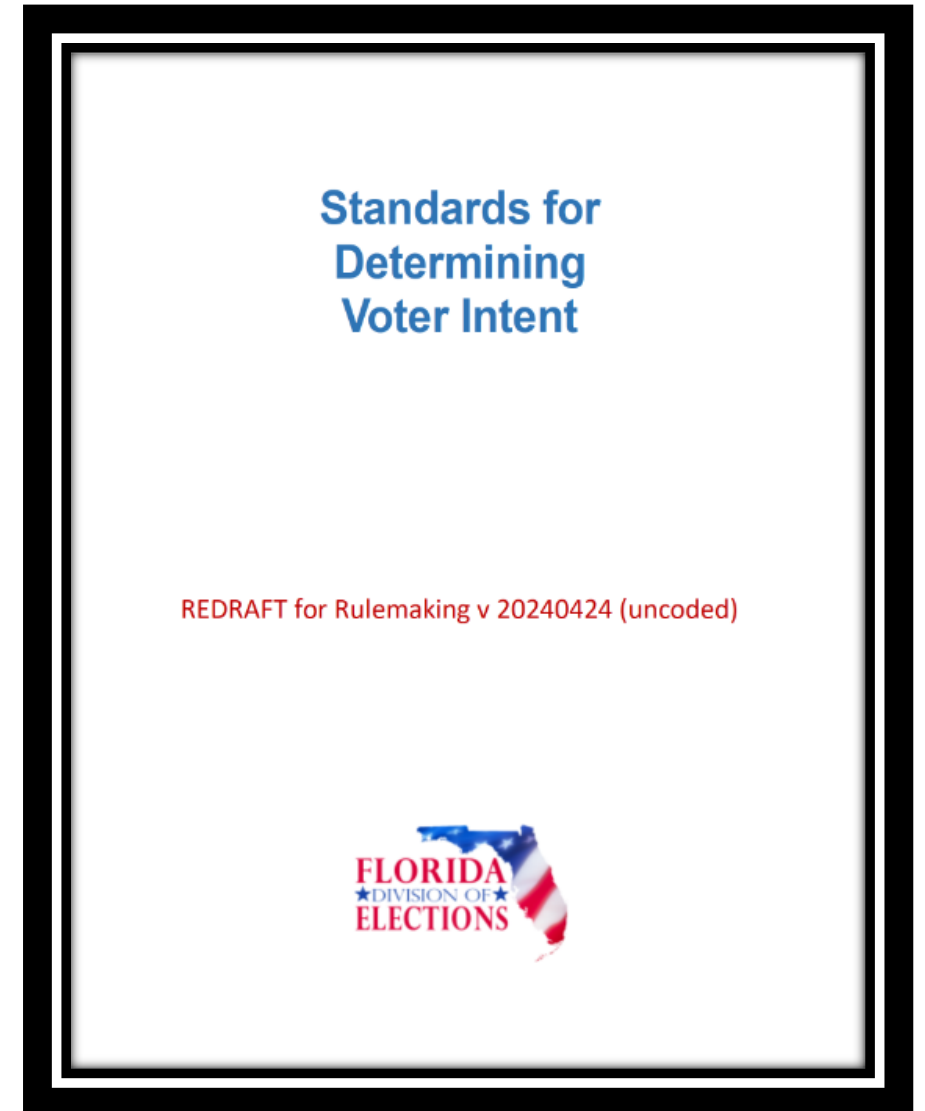
- ❑ Question: If a candidate has a public records request exemption on file, what address are they to use on the Candidate Oath?
- ❑ Answer: The candidate is required to put their address of legal residence on the oath. If a public records request is made or the oath is placed online, the oath must be redacted prior to release or publishing online.

R1S-2.010 – Advisory Opinion

- ❑ **Next:** Ruel development workshop (June 14, 2024)
- ❑ Updating the advisory opinion process to incorporate existing process for felon advisory opinion requests and to add new intake form

Rule 1S-2.027 – Determination of voter intent rule

- ❑ **Next:** Proposed rule hearing (May 30, 2024)
- ❑ Standards are in new separate incorporated form DS-DE 400
- ❑ Highlighted changes
 - ✓ Redesigned examples for valid and invalid counts
 - ✓ Clarification of “consistency first principle”
 - ✓ Elimination of vote targets with arrows
 - ✓ Table of content



Rule 1S-2.034

Poling Place Procedures Manual(DS-DE 11)

- Filed for adoption - effective June 4, 2024
- Reflects changes in law since 2020 and a number of other clarifications
- Revamped layout

Polling Place Procedures Manual



Each Supervisor of Elections shall ensure that this manual is available in hard copy or electronic form in every polling place.

This manual shall guide inspectors, clerks, and deputy sheriffs in the proper implementation of election procedures and laws. The procedures in this manual control; if there is a discrepancy between this manual and a County's polling place procedure manual, the procedures in this manual shall be followed.

DS-DE 11 Eff. 06/2024
(Rule 1S-2.034, F.A.C.)

Florida Department of State
Division of Elections
R.A. Gray Building, Room 316
500 South Bronough Street
Tallahassee, FL 32399-0250
(850) 245-6200

Rule 1S-2.040 Statewide Voter Registration Application (DS-DE 39)

- Filed for adoption - effective April 24, 2024
- Must accept for errata's processing 2013 version that are submitted by applicant
- BUT do not** distribute any more 2013 blank forms
- Order only 2024 version

Florida Voter Registration Application Instructions and Form (DS-DE 39, R1S-2.040, F.A.C.)(eff. 04/24/2024)

Información: Sírvase llamar a la oficina del Supervisor de Elecciones de su condado si le interesa obtener este formulario en español.

How to Register

- Complete and submit this form by mail or in person to:
 - Supervisor of Elections' office (mailing addresses are on back of form).
 - Any office that issues driver licenses.
 - Any voter registration agency (public assistance office, center for independent living, office serving persons with disabilities, public library, or armed forces recruitment office), or
 - The Division of Elections
- Register online: Register to Vote Florida.gov (or QR code).

Note: If a third-party voter registration organization (3Pvro) collects your application, the 3Pvro must give you a receipt. The 3Pvro might not deliver your application within the 10 days or by the registration deadline. You can choose instead to mail or deliver your application to your Supervisor of Elections or register online.

Voter Registration Requirements

- U.S. citizen and resident of Florida and county
- At least 18 years old (or 16 for pre-registration)
- Not adjudicated mentally incapacitated, or if so, voting rights restored.
- Not be convicted of a felony, or if so, voting rights restored.
- Do not complete this form if you do not meet all of these requirements.**

When to Register

- Deadline to register is 29 days before an election.
- Deadline to change party is 29 days before a primary election.

Registration Status

- If application is accepted, your Supervisor will mail a voter information card.
- If your application is incomplete or denied, your Supervisor will contact you.
- Contact your Supervisor if you have any additional questions.

Identification (ID) Requirements to Register or Update Record

- A current and valid Florida driver license (FL DL#), or Florida ID card number (FL ID#), or last four digits of your Social Security number (SSN).
- Special requirements apply if registering by mail for the first time, never previously voted in Florida, and never issued a FL DL or ID card or SSN. You will be required to provide identification prior to voting.

Florida has Closed Primaries/Political Party Affiliation

- You must be registered with a political party to vote in that party's primary elections. However, in primary elections, all voters can vote on nonpartisan issues and for candidates in that partisan primary race if the candidates face no opposition in the general election.
- If registering for first time and you do not choose a party, you will be registered with no party affiliation (NPA). If you are already registered and do not choose a party, your party choice on record will remain the same.

Public Record

- Most voter information, including phone number and email address is public. Your signature may be viewed but not copied.
- The following is not public: FL DL#, FL ID#, SSN, where you registered to vote, and whether you declined to register or update your voter registration record at a voter registration agency or office that issues FL DL or FL ID cards.

Resources

- Supervisor phone numbers are on back of form.
- Division of Elections: <https://dos.fl.gov/elections/>
- Voter Assistance Hotline: 1.866.308.6739
- Voter Information Lookup visit: <https://registration.elections.myflorida.com/CheckVoterStatus>

Rows 1 – 6 and 15 must be completed for an application to be processed. Print plainly and clearly using a black or blue pen.

New registration Update or change (e.g., address, name, party affiliation, signature) Request to replace voter information card

1	Are you a citizen of the United States of America? <input type="checkbox"/> Yes <input type="checkbox"/> No				
2	<input type="checkbox"/> I affirm that I am not a convicted felon, or if I am, my right to vote has been restored. <small>(For information on felon voting rights, visit Division of Elections' webpage - https://dos.fl.gov/felon)</small>				
3	<input type="checkbox"/> I affirm that I have not been adjudicated mentally incapacitated with respect to voting or, if I have, my competency has been restored.				
4	Date of birth (mm-dd-yyyy)	Florida Driver License or Identification Card Number (FL DL/ID)	Last 4 of SSN (if no FL DL/ID)	<input type="checkbox"/> I have never been issued a FL DL/ID or SSN.	
5	Last name	First name	Middle name	Suffix (Sr, Jr, II)	
6	Residential address where you live in FL (no P.O. box or business address)	Unit	City	County	Zip
7	Mailing address (if different from above or mail not deliverable at residence)	Unit	City	State or country	Zip
8	Address where last registered	Unit	City	State	Zip
9	Former name (if named has changed)	Gender <input type="checkbox"/> F <input type="checkbox"/> M	State/country of birth		
10	Phone no. (optional)	<input type="checkbox"/> Email me sample ballot if available in my county. Email address:			
11	Party affiliation (choose one) (See Florida has Closed Primaries/Political Party Affiliation above)				
12	Race/ethnicity (choose one)				
13	Military/overseas status (choose one, if applicable)				
14	<input type="checkbox"/> I will need help voting. <input type="checkbox"/> I would like to be a poll worker or election worker				Official use only
15	I understand that it is a 3rd degree felony under state and federal laws to falsely swear or affirm or otherwise submit false information. Oath: I do solemnly swear (or affirm) that I will protect and defend the Constitution of the United States and the Constitution of the State of Florida, that I am qualified to register as an elector under the Constitution and laws of the State of Florida, and that all information provided in this application is true.				FVRS No.
	Signature X	Date	3Pvro No.	Agent Initials	Date Collected

Ordering DS-DE 39 - Blank Voter Registration Applications Forms

- Submit request through VRAreporting@dos.myflorida.com
- Due to volume orders have been slow to file – specifics on shipping dates are not available until they actually ship
- Print is occurring in batches (combining smaller orders) to reduce cost.
- Include the following: total English apps, total Spanish apps, contact person and their direct phone number, and physical mailing address for shipping. (address still important because we may know exactly where you want sent).

Rule 1S-2.042 – 3PVROs

- ❑ Filed for adoption – effective September 26, 2023 (Implements ss. 97.052 and 97.575, FS as revised by SB 7050)
- ❑ 6 incorporated forms
 - ✓ **DS-DE 119 (Registration and update form)***
 - ✓ DS-DE 121 (3PVRO Complaint form) NOTE: Send to OECS
OECSComplaints@dos.myflorida.com
 - ✓ DS-DE 124 (SOE application accounting form)
 - ✓ DS-DE 126 (SOE transmittal form for noncompliance) Note: Send to OECS
OECSComplaints@dos.myflorida.com
 - ✓ **DS-DE 127 (Non-felon/U.S. citizen declaration form)***
 - ✓ DS-DE 129 (Template for 3PVRO application receipt)
- ❑ **Note: US citizen requirement permanently enjoined/federal court)**

R1S-2.048 – Voter Registration Agencies

- ❑ Next: Rule development workshop (May 31, 2024)
- ❑ Revising incorporated form DS-DE 77 VRA Form w Notices (formerly “preference form”) to incorporate statewide voter registration form on backside of form and clarify notices to applicant
- ❑ No anticipated changes to DS-DE 131 (Quarterly Reporting Activities Report)

Voter Registration Agency Form including Notices	
<p>Client's preference (check the box only in 1. or 2.) (to be completed by federal or state designated voter registration agency on behalf of applicant or by applicant)</p> <p>1. If you are not registered to vote where you live now, would you like to apply to register to vote today? <input type="checkbox"/> Yes <input type="checkbox"/> No, I decline.</p> <p>2. If you are registered to vote where you live now, would you like to update your voter registration record? <input type="checkbox"/> Yes <input type="checkbox"/> No, I decline.</p> <p>If no box is checked, it is considered that the client has decided not to register or if already registered, update his or her voter registration at this time.</p> <p>Client's Name or ID No.: _____</p> <p>Date: _____</p>	<p>OFFICIAL USE ONLY (check all that apply)</p> <p>1. Client applied for: <input type="checkbox"/> New services/assistance <input type="checkbox"/> Renewal of services/assistance <input type="checkbox"/> Address change</p> <p>2. How client applied: <input type="checkbox"/> Online/web service <input type="checkbox"/> In person <input type="checkbox"/> By phone <input type="checkbox"/> At home</p> <p>(Note: Only a client who is eligible to register can decline or accept an opportunity to register or update a record on his or her behalf)</p> <p>3. Client: <input type="checkbox"/> Did not complete application/took application. <input type="checkbox"/> Was sent form/application on ___/___/___ (date). <input type="checkbox"/> Submitted registration application.</p> <p>Preference forms must be retained by the agency for two years from dated form.</p>
Notices	
<p>Eligibility Requirements</p> <p>To Register to Vote in Florida, You Must:</p> <ul style="list-style-type: none">• Be a U.S. citizen• Be at least 18 years old (you may pre-register if you are at least 16 years old)• Be a Florida resident• Have had your right to vote restored if you have ever been convicted of a felony• Have had your right to vote restored if a court has ever declared you to be mentally incapacitated as to your right to vote. <p>If you do not meet these requirements, you are not eligible to register.</p>	
<p>Rights</p> <p>Right to Help: If you would like help in filling out your voter registration application, we will help you. The decision whether to seek or accept help is yours. You may fill out the voter registration application in private.</p> <p>Right to Benefits: If you are applying for public assistance from this agency, applying to register, or declining to register to vote will not affect the amount of assistance you will be provided by this agency.</p> <p>Right of Privacy: Your decision not to register or update your record and the location where you applied to register or update your voter registration record is confidential and may only be used for voter registration purposes.</p> <p>Right to File Formal Complaint: If you believe someone has interfered with either your right to apply to register or to decline to register to vote, your right to privacy in deciding whether to apply to register to vote, or your right to choose your own political party or other political preference, you may file a complaint. Form DS-DE 18 is available online under the Division of Elections' Forms webpage at (https://dos.fl.gov/elections/forms-publications/forms/).</p>	
<p>How to Submit a Voter Registration Application</p> <p>If eligible to register, you can register online at www.RegisterToVoteFlorida.gov or apply:</p> <ul style="list-style-type: none">• Through any tax collector's office that issues a Florida driver license or state ID card (in person or through their online renewal system - GoRenew.com).• Through any public assistance office, any office that provides services for persons with disabilities, any center for independent living, any armed forces recruitment office or any public library, or• By mail or in person at your Supervisor of Elections' office and use the attached Statewide Voter Registration Application (DS-DE 39; rev. 04/24/2024). The completed application may also be mailed to the Division of Elections (Florida Department of State), R.A. Gray Building, 500 S. Bronough Street, Tallahassee, Florida 32399-0250.	
<small>DS-DE 77 (rev. /24)</small>	<small>R1S-2.048, Fla. Admin. Code</small>

R1S-2.052 – Personal Delivery of VBM

- ❑ Filed for Adoption – effective May 15, 2024
- ❑ Form DS-DE 162 – Statewide Form
- ❑ Combination form for Emergency Affidavit pickup and Designate Affidavit
- ❑ Rule conforms to new timelines to request vote-by-mail ballot to be mailed and sets start of mandatory EV as start date for emergency affidavits
- ❑ Used in EV through ED 7 pm used

FORM FOR PERSONAL DELIVERY OF VOTE-BY-MAIL BALLOT

Section I. Emergency Pick-up Affidavit
(Complete if receiving a vote-by-mail ballot on or within 10 days of and up to 7 p.m. on Election Day.)

I hereby swear or affirm that the following emergency prevents _____
from voting at an Early Voting site or at their Election Day polling place: Voter's Name (Print)

_____ (specify emergency)

I understand that any person who willfully swears or affirms falsely to any affirmation in connection with elections and any person who perpetrates any fraud in connection with any vote to be cast in an election may be subject to criminal penalties up to and including a felony of the third degree and fined up to \$5,000 and/or imprisoned for up to five years. **Under penalties of perjury, I declare that I have read the foregoing affidavit and that the facts stated in it are true.**

_____/_____/_____
Voter's Name (Print) / Voter's Signature / Date (MM/DD/YYYY)

Section II. Designee Affidavit
(Complete if you are a designee picking up a ballot for a voter.)

I hereby swear or affirm that I have been designated by _____ to pick up a
Vote-by-Mail ballot on their behalf for this election. The voter: Voter's Name

Is a member of my immediate family: _____, or
 Other: _____ Relationship: _____

I understand that any person who willfully swears or affirms falsely to any affirmation in connection with elections and any person who perpetrates any fraud in connection with any vote to be cast in an election may be subject to criminal penalties up to and including a felony of the third degree and fined up to \$5,000 and/or imprisoned for up to five years. **Under penalties of perjury, I declare that I have read the foregoing affidavit and that the facts stated in it are true.**

_____/_____/_____
Designee's Name (Print) / Designee's Signature / Date (MM/DD/YYYY)

Section III. Voter's Authorization of Designee
(Complete if voter's authorization is not already on file.)

I, the voter, designate _____ to pick up my ballot for this election.
Print designee's name

_____/_____/_____
Voter's Name (Print) / Voter's Signature / Date (MM/DD/YYYY)

*Voter's Date of Birth (MM/DD/YYYY) or Voter ID number / Voter's Registration Address

Instructions

The voter's signature on the written authorization must match the signature of the voter on file.
The designee shall provide to the Supervisor written authorization by the voter.
The voter or designee shall provide a photo ID.
*Voter's Date of Birth or Voter ID number not required but may be helpful to locate voter file.

R1S-2.055 – Statewide vote-by-mail request form

- ❑ Filed for adoption – effective April 17, 2024
- ❑ Form DS-DE 160
- ❑ Statewide form to be used
- ❑ Every request to be filled MUST have DL/State ID number or SSN4 provided
- ❑ No restriction on size of form
- ❑ May have additional info such as SOE office return address or campaign party info – Must be OUTSIDE of form borders

Statewide Vote-By-Mail Ballot Request Form
(s. 101.62, F.S.)

To request a vote-by-mail ballot for yourself, complete only the top section.
To request a vote-by-mail ballot for someone who directly instructed you to do so, complete both sections.

Voter's Name: _____ **Voter's Date of Birth:** ____ / ____ / ____

Voter's Florida driver license (FL DL) or Florida identification (FL ID) card number: _____
If no FL DL or FL ID, then provide _____ last 4 digits of Social Security Number: _____

Voter's Home Address: _____
City: _____ **State:** _____ **Zip code:** _____

Voter's mailing address for ballot: _____ **City:** _____
(only if different than home address) **State:** _____ **Zip code:** _____ **Country, if outside US:** _____

Please update my residential address and/or my mailing address in my voter record with the information listed above.

Phone number (optional): _____ Email address (optional): _____

This request is good for all elections through the end of the calendar year of the next general election. If you only want a ballot for specific elections, list them here: _____

Voter's Signature: _____ **Date:** ____ / ____ / ____
(not required if voter is an absent uniformed services voter or overseas voter, or if request is made by a designee)

You must also complete the section below if you are requesting a Vote-by-Mail Ballot for someone else.

Designee's Name: _____

Designee's Home Address: _____
City: _____ **State:** _____ **Zip code:** _____

Designee's driver license or identification card number: _____
If no DL or ID, then provide _____ last 4 digits of Social Security Number: _____

Phone number (optional): _____ Email address (optional): _____

Designee's relationship to the voter:

<input type="checkbox"/> Spouse	<input type="checkbox"/> Grandparent	<input type="checkbox"/> Parent of voter's spouse	<input type="checkbox"/> Sibling of voter's spouse
<input type="checkbox"/> Parent	<input type="checkbox"/> Grandchild	<input type="checkbox"/> Child of voter's spouse	<input type="checkbox"/> Voter's legal guardian
<input type="checkbox"/> Child	<input type="checkbox"/> Sibling	<input type="checkbox"/> Grandparent of voter's spouse	<input type="checkbox"/> Designee for a voter with a disability
		<input type="checkbox"/> Grandchild of voter's spouse	

Designee's Signature: _____ **Date:** ____ / ____ / ____
The voter directly instructed me to make this request for them.

DS-DE 160 (eff. 04/17/2024) Rule 1S-2.055, F.A.C.

R1S-2.056 – Signature Verification Training

- ❑ Filed for Adoption – effective May 29, 2024
 - ✓ Online training program offered by State
 - ✓ Timing of training – every election cycle and before duties start for that cycle
 - ✓ Training records to be retained
 - ✓ Automated signature verification technology
 - ✓ Signature verification matching procedures for vote-by-mail ballots and cure affidavits
 - ✓ All other statutorily required signature matching shall be by trained staff member (initiative petitions, candidate petitions, municipal recall petitions, other public measure petitions)

Preparations



Local Level

Local Activities

- 2nd qualifying period
- Complete re-precinct if necessary –upload files to state
- Train poll workers
- Plan for large voter turnout especially in General Election
- Maximize early voting options – sites, days, hours
- Test equipment (tabulators, poll books, phone lines, etc.)
- Conduct voter education (law changes, rule changes, procedural changes)
 - ✓ Update to registration record (address, party affiliation, signature)
 - ✓ Options for voting
 - ✓ Early voting sites and polling locations

Local Activities (cont'd)

- ❑ Review polling places for accessibility and turnout capacity
- ❑ Ballot preparation
 - ✓ Check for accuracy
 - ✓ Stock enough for projected turnout plus
 - ✓ Ensure proper distribution at polls
- ❑ Review and implement heightened security (database, voting systems, poll books, websites, facilities, people at the polls)
- ❑ Plan for emergency contingency (natural or manmade)
- ❑ Coordinate with your outside vendors (voting system, mail ballots printers, voter registration)

Local Activities (cont'd)

- Check in with your USPS representative for updates and changes in pick-up, distribution
- Implement a communications strategy and public records strategy for onslaught
- Website review for latest updates for information and hyperlink (if linking to state, be sure latest version)
- Participate in Supervisors of Elections' monthly calls

List maintenance - local

- ❑ Wrap up address list maintenance programs before 90-day deadline, May 22, 2024
- ❑ Ongoing throughout election
 - ✓ Conduct residential street address index updates and upload regularly
 - ✓ Conduct FVRS – county record syncing reports regularly to identify key differences
 - ✓ Continue with eligibility maintenance activity (convicted felony, mental incompetence orders, noncitizen, nonlegal residence, etc.)
 - ✓ Stay current with aged and pending felony/mental incomp reports on SOE portal

List maintenance – local (cont'd)

- ❑ Conduct regular in county voter registration list maintenance quality assurance/control reports to identify records that need review such as:
 - ✓ Records with missing fields like first and/or last name (none, none)
 - ✓ Records with commercial addresses or non residential addresses
 - ✓ Records with unusual number of registered voters (other than assisted living facilities/nursing homes, etc.)
 - ✓ Duplicate records within your county or records with nonresidential addresses Matching criteria examples – 1st name, date of birth and address; name, date of birth, and DL/state ID (caution - twins (same 1st /last name, different middle name, same address, diff SSN, different DL (varies by ending number only 0, 1)

Preparations



State Level

State Level Activities

- 2nd qualifying period
- Conduct SOE monthly calls
- Conduct county site visits (new SOEs)
- State-local communications coordination
- Finalize media and voter education PSAs etc.
- Distribute constitutional amendment booklets and publish constitutional amendments
- COOP Planning (upcoming active inclement weather season)
- Wrap up major rulemaking

State Level Activities

Publications

- ✓ Division website
- ✓ SOE Portal
- ✓ SOE Resource webpage
- ✓ SOE Resource webpage

Website review

Coordinate BVSC Staff site visits to counties for observation (logic and accuracy testing, early voting and election day)

Prepare staff and office for election – book closing, election day and election night reporting

Generate book closing reports

List Maintenance – Eligibility (Ongoing)

- Convicted felon with voting rights restored
- Mental incompetence without voting rights restored
- Not a US citizens
- Reported ineligibility based on duplicate registration out-of-state (s. 98.045(2), FS) with confirmation from other state as to which state is last in time in registration or voting
- Not legal residence (based on annual review per s. 98.065(6), FS)

Attention: Follow Notice and Due Process before removal – s. 98.075(6)-(7), FS

FVRS Maintenance Window

- ❑ 12 monthly maintenance windows for patching & hardware/software work
- ❑ Upcoming (see January 23, 2024, email)

May							June						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

Voter Registration – DL/State Identification Card Verification

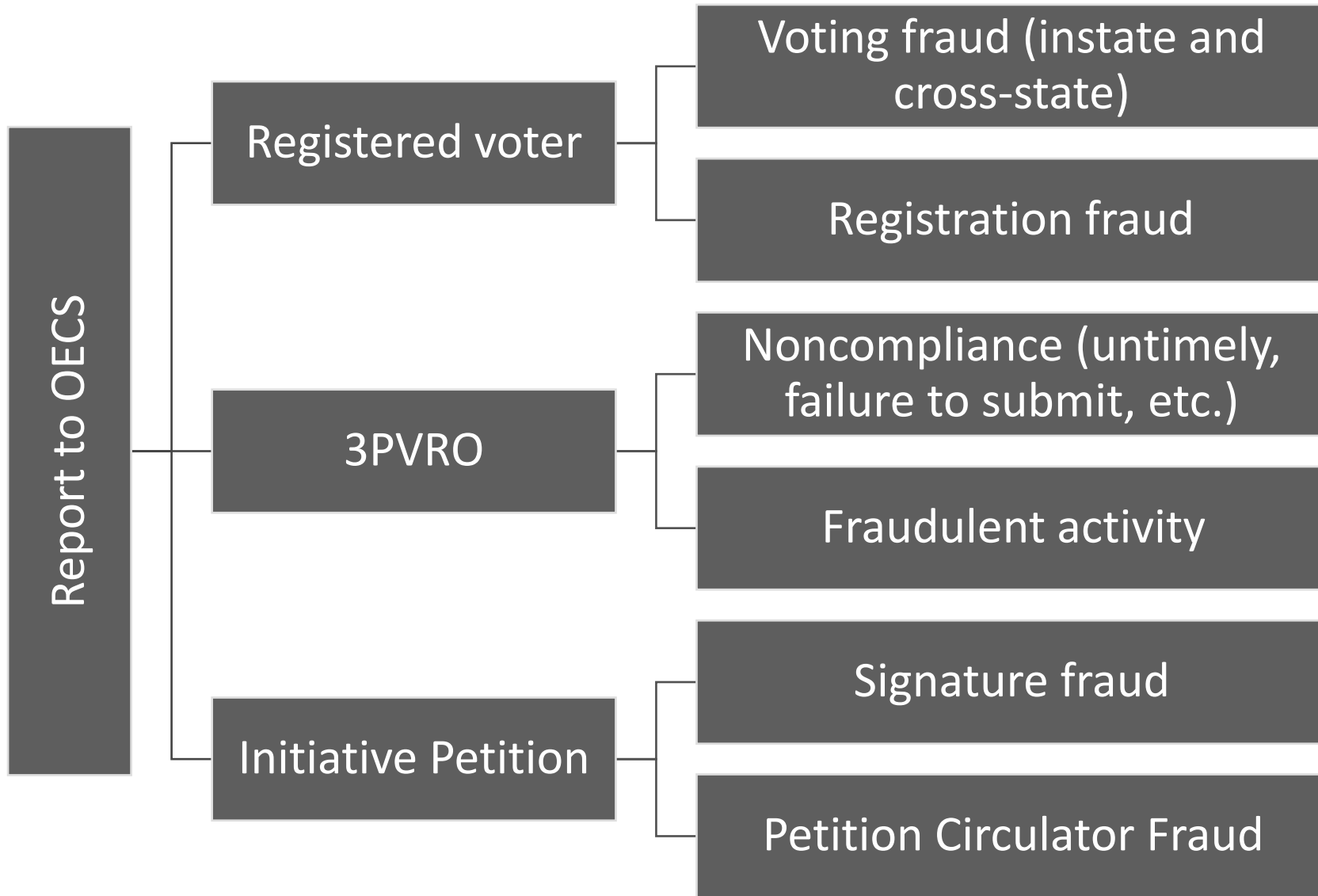
- Code pushed out already in anticipation of new formatted DL/State ID numbers
- Latest update – DHSMV expects to launch new formatted DL numbers DHSMV in August 2024
 - Every new licensee or card holder will be issued new formatted/generated DL/state ID number
 - Next time existing licensee or card holder updates DHSMV record, new number will be provided.

Fiscal Unit-Grant Administration

- ❑ Ongoing post-grant election audits
- ❑ Expend any remaining old HAVA grants by August 30, 2024, so we can close out grant at state level per EAC
- ❑ Anticipated grant program for 2024-2025
 - ✓ One-year paid Albert network subscription
- ❑ Making continued enhancements to the DOS online grants for future grants
- ❑ Point of contact: Usha Putcha

Fraud

Reporting

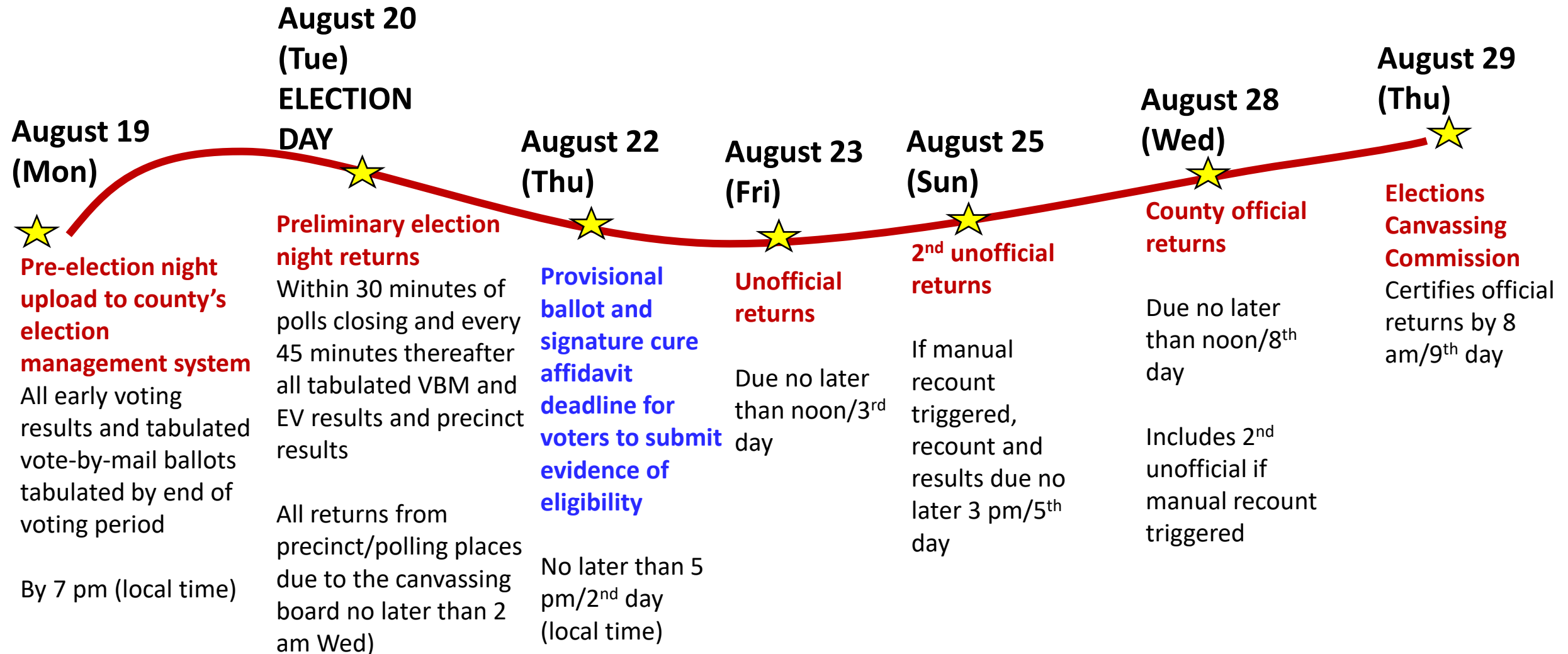


Reporting

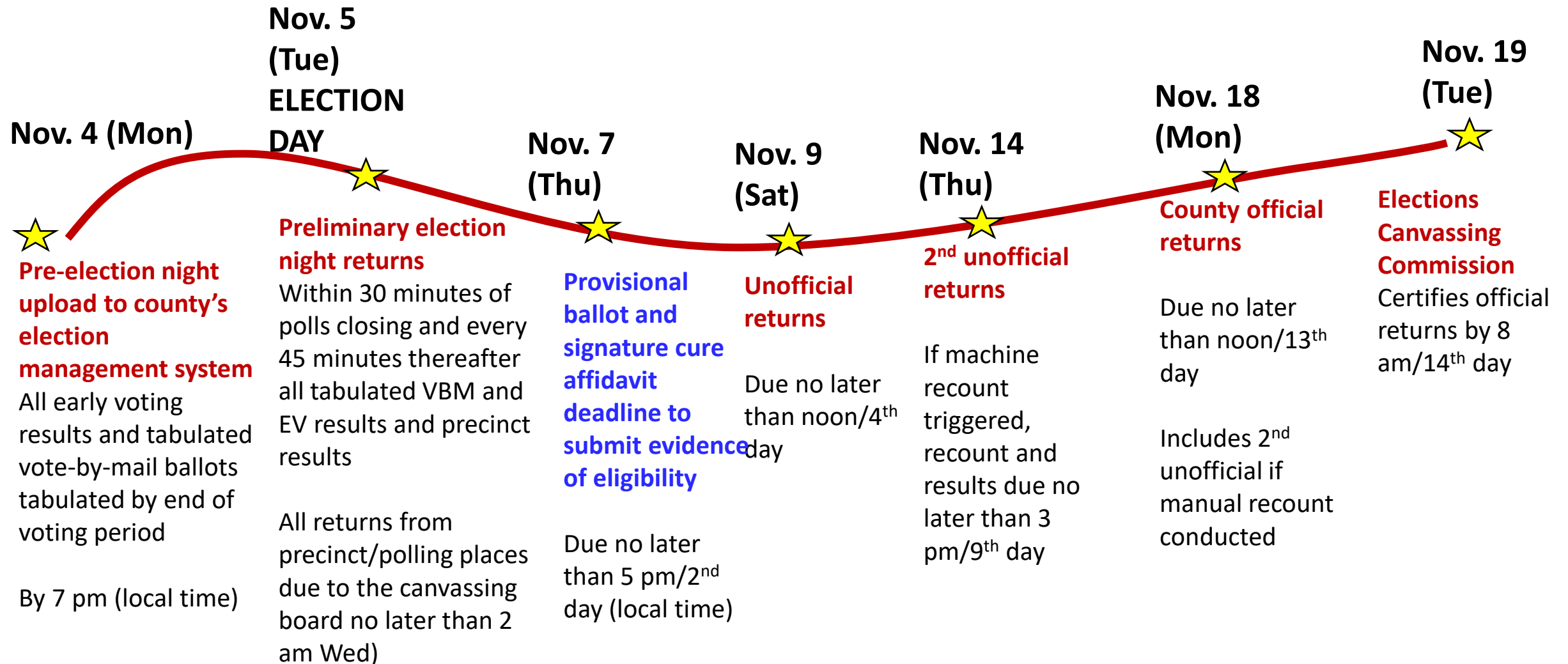


State and federal

Primary Election Results Reporting Timeline - 2024



General Election Results Reporting Timeline - 2024



Statistical reporting

- Keep hourly count of voter turnout during day
- Keep hourly count of vote-by-mail count/not counted post polls close
- Precinct /polling place information /GIS map to be reported before each election (see DE Reference Guide 0021)

Post-election Reports

Primary Election 2024

- Certification of elections results
- Conduct of election reports
- Voting History and Precinct Level Election Results – Reconciliation Reports

General Election 2024

- Certification of elections results
- Voting History and Precinct Level Election Results –Reconciliation Reports
- Post-election Voting System Audit
- Conduct of Election reports
- Over/Undervote Report for top race(Dec. 15)
- Voter Education Survey (Dec. 15)
- U.S. EAC/FVAP Election Administration and Voting Survey

Additional Resources

US EAC

FVAP


USPS

United States Election Assistance Commission

www.eac.gov

Be Election Ready - Register to Vote & Check Your Status

The EAC provides quick and easy access to resources to help you get ready for Election Day. Find information on registering to vote, updating your information, options to cast a ballot, and where to vote by visiting eac.gov/vote.



**UNITED STATES
ELECTION ASSISTANCE
COMMISSION**

Search EAC

Languages

Election Admin | Voting | Election Technology | Research | Grants | News & Events | About

ELECTION ADMINISTRATION

New Election Official Social Media Toolkit!

This toolkit was designed to help election officials communicate proactively and consistently with their voters throughout the year; including over 150 customizable images accompanied by alt. text, sample posts, quick tips, and more.

[Learn more](#)

1 2 3 4



Election Official Social Media Toolkit

Find out more at EAC.gov



Advancing Safe, Secure, Accessible Elections

The U.S. Election Assistance Commission (EAC) is an independent, bipartisan commission whose mission is to help election officials improve the administration of elections and help Americans participate in the voting process.

Federal Voting Assistance Program

fvap.gov

The screenshot shows the top of the fvap.gov website. At the top right, there is a navigation bar with links for "Election Forms and Materials", "Voting Assistance Guide", "FAQs", "Links", "Contact", and "Translate". Below this is a search bar with the placeholder text "Looking for Something?" and a "Search" button. A dark blue navigation menu contains the following items: "Military Voter", "Overseas Citizen Voter", "Voting Assistance Officers", "Election Officials", and "General Information". The main banner features a dark blue background with the text "Military and overseas citizens can vote. Wherever they are." Below this is a photograph of two hands writing on ballots, with a globe in the background. A red button with a ballot icon says "Request your ballot now". Below the button, it says "Haven't received a ballot? Get a back-up ballot, here." At the bottom of the banner, it says "172 Days until the November 05 General Election".

Looking for something specific? Select your state to:

- See your state's guidelines
- See election dates and deadlines
- Find your election office
- Check the status of your voted ballot

Select your state

Determine your state of voting residence if you're a [Service member and family](#) or an [overseas citizen](#).

Upcoming Election Dates

May 21

Kentucky - Presidential Primary
Kentucky - State Primary
Oregon - Presidential Primary
... [View All](#)

May 28

Texas - State Primary Runoff

Jun

Quick Links

- Not in the military or living overseas? Go to [vote.gov](#) to get election information.
- Register and request a ballot with the Federal Post Card Application (FPCA)
- Vote the "backup" Federal Write-in Absentee Ballot (FWAB)
- Find your election office contact information

Latest FVAP News

May 01
[May 2024 Voter Alert](#)

April 01
[April 2024 Voter Alert](#)

March 01
[March 2024 Voter Alert](#)

February 13

United States Postal Service



- ❑ Election mail <https://about.usps.com/what/government-services/election-mail/> includes 2020 and 2022 Post-election analysis report
- ❑ Official election mail [graphic guidelines and logos](#)
- ❑ 2024 Official Election Mail [kit](#) (resources including mail piece design to intelligent mail barcode to informed visibility mail tracking to domestic and international ballots tag 191, special procedures for overseas UOCAVA)

2024 | FLORIDA USPS CONTACTS

FL-1
(Jacksonville)
320-327, 344

District Manager

- Maged Aziz, (704) 907-9836; Maged.S.Aziz@usps.gov

Customer Relations Manager

- Denese Baines, (352) 410-3476; Denese.M.Baines@usps.gov

Business Mail Entry Contact

- Seneca Lucas, (904) 645-3220; Seneca.Lucas@usps.gov

FL-2
(Tampa)
328-329,
335-339,
341-342,
346-347

District Manager,

- Richard Fermo, (813) 354-6099; Richard.Fermo@usps.gov

Customer Relations Manager

- Rob Gaskin, (813) 354-6064; rob.s.gaskin@usps.gov

Business Mail Entry Contact

- Shelley Sally, (407) 812-1190; shelley.m.sally@usps.gov

FL-3
(Ft. Lauderdale /
Miami)
330-334,
349

District Manager

- David Guiney, (954) 527-6987; david.c.guiney@usps.gov

Customer Relations Manager

- Joycelynn King, (954) 527-3261; Joycelynn.King@usps.gov

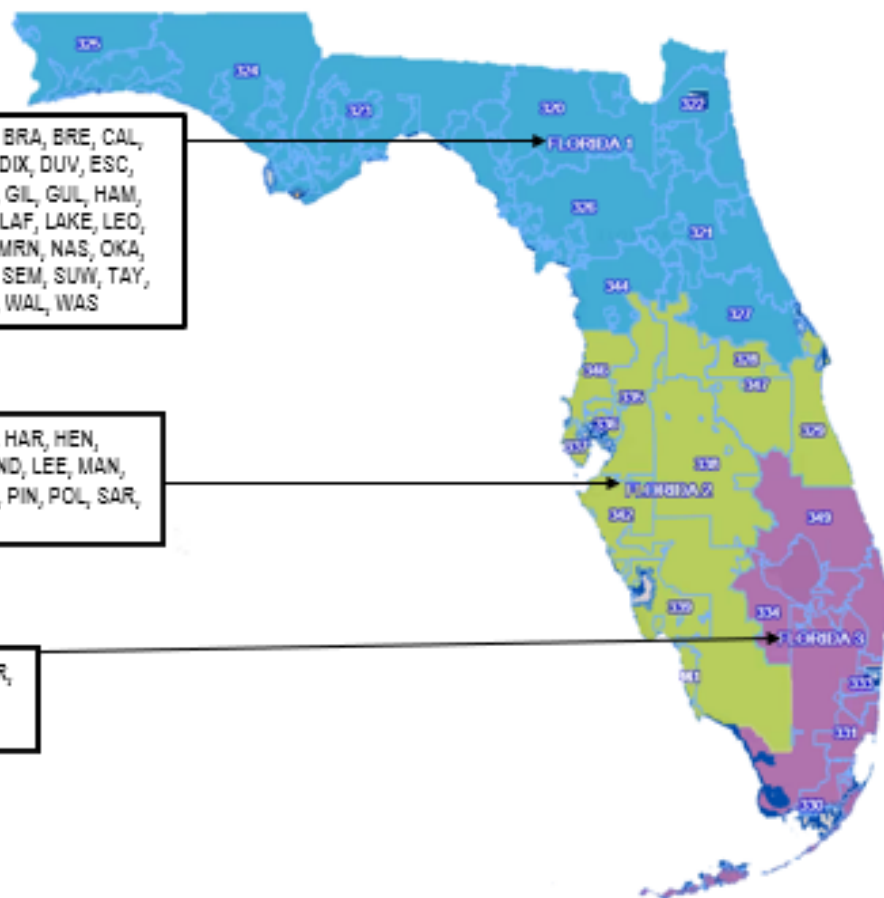
Business Mail Entry Contact

- Mary Ann Palacios, (954) 527-3271; Mary.A.Palacios@usps.gov

ALA, BAK, BAY, BRA, BRE, CAL,
CIT, CLA, CLM, DIX, DUV, ESC,
FLA, FRA, GAD, GIL, GUL, HAM,
HOL, JAC, JEF, LAF, LAKE, LEO,
LEV, LIB, MAD, MRN, NAS, OKA,
PUT, STJ, SAN, SEM, SUW, TAY,
UNI, VOL, WAK, WAL, WAS

CHA, COL, DES, HAR, HEN,
HER, HIG, HIL, IND, LEE, MAN,
ORA, OSC, PAS, PIN, POL, SAR,
SUM

BRO, GLA, MAR,
MIA, MON, OK,
PAL, STL



Southern Area Vice President Retail & Delivery Operations: Linda Crawford, (214) 819-8650; linda.k.crawford@usps.com

Southern Area Director Customer Relations: Mike Cook, (214) 819-8860; Mike.Cook@usps.gov



FLORIDA
DEPARTMENT
of **STATE**

Questions

TRUE or FALSE

- Vote-by-mail mailing envelope must clearly be marked with “Do Not Forward” even if there are other indicators on the envelope that it is not forwardable.

An emergency affidavit must be completed to pick up a vote-by-mail ballot on:

- A. Election day only
- B. Early voting period
- C. Election day and mandatory early voting period

Registered voters, J. Robert Oppenheimer and his best friend, Haakon Chevalier who lives in an adjacent county, receive voter information cards from their respective county Supervisor of Election. Both cards contained the following disclaimer, but the disclaimer appears on the front of Mr. Oppenheimer's card and the disclaimer appears on the back of Mr. Chevalier's. Which card complies with law?

“This card is for information purposes only. This card is proof of registration but is not legal verification of eligibility to vote. It is the responsibility of a voter to keep his or her eligibility status current. A voter may confirm his or her eligibility to vote with the Department of State” and the SOE weblink to latest polling place locations.“

TRUE or FALSE

- Eligibility list maintenance must be paused 90 days before a federal election.

These public notices - logic & accuracy test, polling place changes, notices of elections, canvassing board meetings, notices of ineligibility - can be published:

- A. On the county or SOEs' website
- B. On a chalkboard outside of the SOE's office
- C. Only in the newspaper

TRUE or FALSE

The voter intent rule (1S-2.027) is used to determine voter intent for ballot duplication and manual recounts.

TRUE or FALSE

Colin and Penelope Bridgerton return both their vote-by-mail ballots in one mailing envelope. Neither ballot shall be counted.

Dr. Meredith Grey, a registered voter, makes a request on the 10th before election day to have a vote-by-mail ballot mailed. The request is:

- A. Timely because the last day to mail out ballots is 10 days before the election
- B. Untimely because the deadline is 12 days before the election
- C. Untimely but because she is a doctor and didn't have time, the request will be filled.

The number of alternates to be appointed must be:

- A. At least 20 alternatives must be appointed to offset board members busy schedules and schedule conflicts
- B. At least 1 alternative and hope no canvassing board member calls in sick
- C. At least 2 alternatives who can then serve in any seat

The conduct of elections report (DS-DE 80) is due:

- A. The same time as the official election results from the county
- B. No later than 20 business days from when the ECC certifies the results
- C. When an election official has time to get to it

Voter, Carmey Berzatto, is working insane hours and realizes that he hasn't submitted his registration application. He finds a 2013 version of the statewide form online and submits it. The Supervisor must:

- A. Reject the application
- B. Process the application
- C. Make the voter fill out the 2024 version

- A registered voter, Ken Carson, who registered after affirming that he had never been issued a Florida driver license or state ID or SSN, requests a vote-by-mail ballot. The request may:
 - A. Be fulfilled even if he does not provide a Florida DL/State ID or SSN because Barbie vouches for him
 - B. Be denied even if he is Ken
 - C. Be accepted if he provides a verifiable DL/State ID number

TRUE or FALSE

Precinctman/precinctwoman/precinct person must complete a DS-DE 9.

A voter, Raymond “Red” Reddington, who has been issued notice of potential ineligibility for felony convictions on a number of hits but for whom a determination of ineligibility/eligibility has not yet been made shall :

- A. Be allowed to vote a regular ballot.
- B. Be allowed to vote a provisional ballot.
- C. Not vote at all until proof of eligibility is provided.

Dr. Sheldon Cooper received a notice of potential ineligibility, but no determination of ineligibility has been made. He decides to request a vote-by-mail ballot to test the system. How would his request be processed?

- A. As a provisional vote-by-mail ballot
- B. As a regular vote- by-mail ballot because he/she is eligible until determined otherwise
- C. Deny the request

TRUE or FALSE

The signature on file at the time the vote-by-mail ballot is received, or at the time the provisional ballot is cast, or at the time a petition is reviewed is the signature that must shall be used in verifying the signature on the vote-by-mail voter certificates, and provisional ballot voter certificates, or petitions, respectively. For signatures requiring secondary or tertiary review, older signatures from previous registration updates may not be used.

Revisions to county minimum security procedures are due for review per rule no later than:

- A. No later than 5 days after made if within the 45 days before early voting (if unforeseen circumstance or emergency)
- B. No later than 45 days before start of early voting
- C. Right after the logic and accuracy test is done
- D. None of the above.
- E. A and B

Signature verification training is required for:

- A. Poll watchers and poll workers
- B. Supervisors of elections, canvassing board members and any person whose duties involve signature verification
- C. Supervisors only

Billionsaire Tony Stark requests a vote-by-mail ballot using a form other than the statewide vote-by-mail request form which did not have a space for his DL/State ID number. His request:

- A. Can be filled because the Supervisor has not yet received news of his death
- B. Cannot be fulfilled because he did not use the statewide form
- C. Could have been filled if he had just written his DL/State Number on the form