



**FLORIDA
DEPARTMENT
of STATE**

Division of Elections' Overview

*FSE New Supervisor of Elections
Orientation Workshop
February 2025*

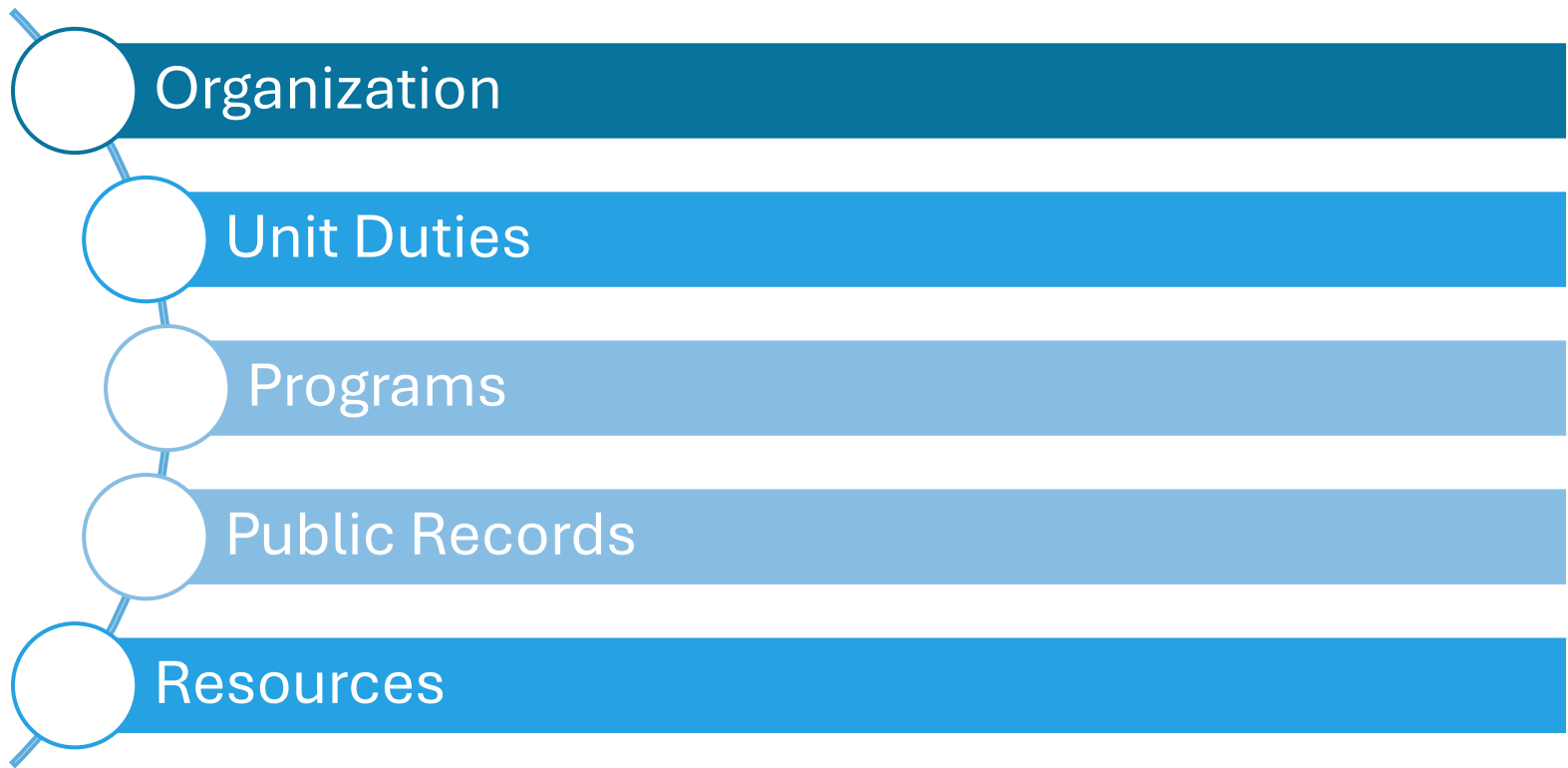
Cord Byrd, Secretary of State

Maria Matthews, Director, Division of Elections

Amber Marconnet, Assistant Director



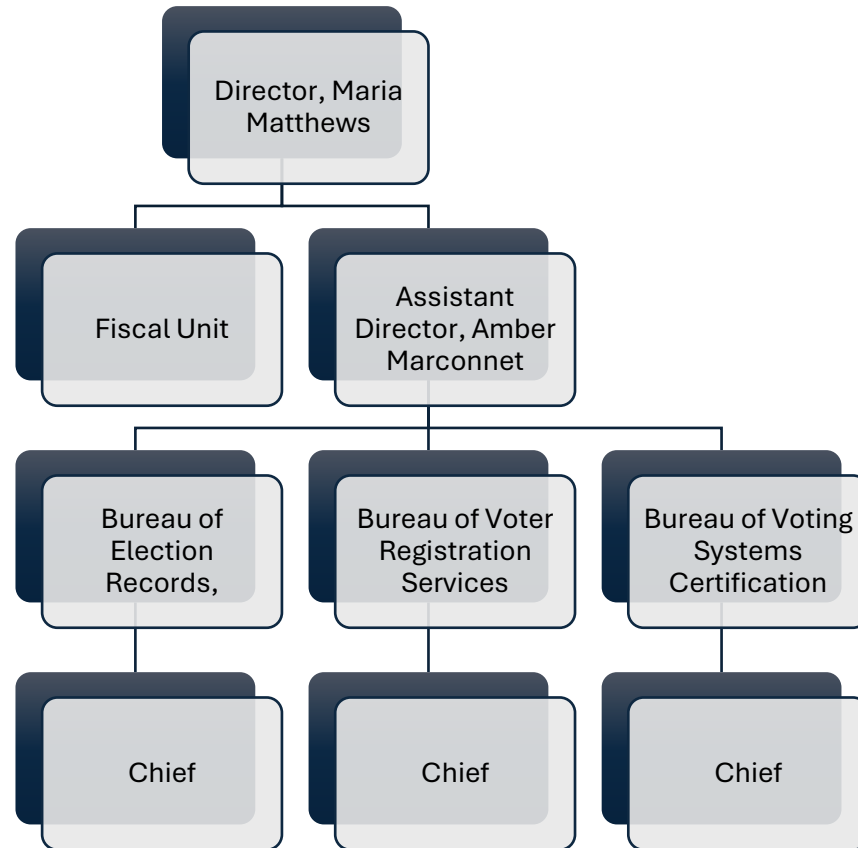
Topics



Organization

Staff/units - Duties

Division of Elections



Serves as administrative arm to the Secretary of State

Interprets, implements, and enforces election laws

Assists with compliance and administration of election laws

Administers federal subgrant program

Issues advisory opinions in coordination with General Counsel's Office

Initiates and adopts rules per rulemaking authority in Florida Election Code

Programs

Director's Office

Director's Office - Programs



State - Level Major Systems' Roles



- Online Voter Registration System
- Voter Information Lookup
- Paid- Petition Circulator Registration
- /Initiative Petitions Approval
- Third-Party Voter Registration Organizations
- Statewide Voter Registration System
- Elections Results Reporting and Certification
 - Statewide results (fed, state, multi-county)
- Election Security/Cybersecurity

Online Voter Registration System

The screenshot shows the Florida Online Voter Registration Website. At the top, it says "FLORIDA DEPARTMENT OF STATE" and "Florida Online Voter Registration Website". Below this is a red banner with white stars and a blue banner with white stars. The main heading is "Register toVoteFlorida.gov" with a hand cursor pointing to the "Register" button. Below the heading is a light blue box with the text "Attention: This site requires cookies to be enabled for full functionality and for best user experience. Please refer to your device's browser or help material to change or enable cookie." Below this is a "Welcome!" section with buttons for "English", "Español", "Am I Already Registered?", and "Register or Update". At the bottom, there is a section with a disclaimer: "The website may be used to prefill and print the statewide voter registration application (DS-DE 39) in English and Spanish. The application is also available through the [Forms](#) webpage." Below the disclaimer is a list of links with dropdown arrows: "How to submit an online application", "Who is eligible to register", "How to pre-register before you turn 18", "When to register", "What browsers to use", and "HELP and FAQ".

- Online submission w/ verified DL, SSN, DL issuance date
- Real-time verification
- English/Spanish
- 24/7
- Prefillable form generated if printed option selected or only choice

In tandem programs with IT

Databases /Programs (cont'd)

- Ballot Certification
- Candidate qualifying
- Commissions
- Campaign Finance
- Electronic Filing System (EFS)

In tandem duties with IT

Databases /Programs

- Interagency data exchange
 - Department of Highway Safety and Motor Vehicles (DHSMV)
 - Florida Department of Law Enforcement (FDLE)
 - Clerk of Court (COC)
 - Florida Department of Corrections (DOC)
 - Department of Homeland Security (DHS)
)SAVE

Cybernavigation /Security

Assessment

Support

Grants in support of security efforts

Signature Verification /Match Program

Requirements

Signature verification training - program

- Required by state law for Supervisors, canvassing board and any person whose duties involve signature verification
- Review requirements of Rule 1S-2.056, F.A.C. (*must still adhere to the standards in law, as may be applicable, for validating or invalidating, or accepting or rejecting, a ballot (e.g., vote-by-mail or provisional), a cure affidavit, a petition, or other signed document.*)

Signature verification training

FSU | FLORIDA STATE UNIVERSITY

FLORIDA INSTITUTE OF GOVERNMENT

HOME ABOUT US STAFF ONLINE TRAINING PROGRAMS TECHNICAL ASSISTANCE AFFILIATES & PARTNERSHIPS

F.A.C.E. CERTIFICATION CLASSES

Signature Verification 2025 Election Cycle

Details	Description
 <p>Signature Verification 2025 Election Cycle</p> <p>Length: 2.00 Hour(s) Registration Fee: \$0</p> <p>Contact</p> <p>Email: elearning@iog.fsu.edu</p> <p>Registration</p>	<p>Signature Verification is a two-hour course designed for elections volunteers, officials, and employees, including county canvassing board members and county supervisors of elections office employees. It is offered by the Florida Department of State to meet the requirement outlined in subsection (17) of section 97.012, Fla. Stat.:</p> <p><i>(17) Provide formal signature matching training to supervisors of elections and county canvassing board members.</i></p> <p>Presenter(s)</p> <p>Thomas W. Vastrick</p> <p>Thomas W. Vastrick has successfully completed two years (over 4,000 hrs.) of full-time, in-residence training with the U.S.</p>

- <https://iog.fsu.edu/SignatureVerification25>

Initiative petitions program

Approval through
ballot position

Process for approval

Submission - Review - Approval	<ul style="list-style-type: none">• Approval within 7 days of properly completed petition submission by sponsoring political committee• No merit review – only format
Referral to AG for FL Supreme Court	<p>25% of signatures required in ½ of congressional districts</p> <p>Total: TBD</p> <p>FL SCt: Does text comply w Fla. Const.? Facially invalid w/ US Const.? Title and summary comply clear, unambiguous and otherwise comply w/ state law?</p>
FIEC Review	<p>FIEC: economic impact on state budget(s. 15.21, F.S.)</p>

Amendments

- Citizen initiative approval process (format only)
- Ballot title/summary
- Ballot position assignment
- Public notice
 - Publication in newspaper of general circulation in each county (or county website)
 - Polling place booklets
- Spanish translation
- Database of amendments:
<https://dos.elections.myflorida.com/initiatives/>

Signature gathering

Signature verification

Petitions collected by paid circulators must be turned in within 30 days of signing

Verify signatures within 60 days except within 30 days of receipt (advanced payment required unless undue burden affidavit on file) when less than 60 days before Feb deadline

Post counts last day of every week within 60 days of Feb deadline

Signature only valid through next February 1 of even numbered year following date signed


Ballot position

- Signature threshold = 8% of the voters who cast votes in the last election for presidential electors and meets thresholds in ½ of congressional districts
- Total: TBD
- Assigned ballot number upon making ballot

Passage

- Minimum 60% approval

Paid Petition Circulator Registration program



Constitutional Amendments/Initiatives

Florida

Division of Elections

[Home](#) [Forms](#)

Welcome to the Florida Department of State's Constitutional Amendments / Initiatives Website!

Where can I find information about existing initiatives or amendments?

Visit [Initiatives/Amendments/Revisions Database](#)

How do I register as Paid Petition Circulator?

- By law (section 100.371, Florida Statutes), any person who is or will be paid to collect initiative petitions must first register with the Department of State before collecting petitions.
- To register as a paid petition circulator, complete an [online application](#). Once registered, you will be able to manage your own account and assign yourself the initiative(s) for which you plan to collect.
- Information submitted to register as a paid petition circulator becomes public record, subject to any applicable exemptions under Florida law.
- [Online User Guide for Paid and Volunteer Petition Circulators](#)

Do I have to register as a volunteer petition circulator?

No, you do not have to register if you are a volunteer petition circulator. Forms and the full text of constitutional amendments can be viewed/downloaded [here](#). No login is required.

How long does it take to process an online application to become a registered paid petition circulator?

For applications properly submitted during business hours, it will take at least one to two business day to process. If there is an unusually high volume of submissions, the delay may be longer. Applications submitted after business hours or on the weekend are not processed until at least the next business day.

Information improperly entered or incomplete registration can delay processing. The most common errors are entering an address or email incorrectly. Applicants are advised to search the United States Postal Service website to search and compare the format of the address(es) they are providing into the circulator system. <https://tools.usps.com/zip-code-lookup.htm>

How do I manage my account once registered as a paid petition circulator?

To manage an existing registration account, including assigned petitions, [login](#). Refer to the Online User Guide for Paid and Volunteer Petition Circulators for further guidance.

How do I get paid as a paid petition circulator?

The Department of State is not involved in payment for paid petition circulators. It is the circulator's responsibility to make arrangements with each sponsoring political committee for the applicable initiative(s) to ensure that they will be paid for collecting petitions.

For questions or assistance please contact the [Florida Division of Elections](#).

If you are experiencing a problem with this web site please contact the [Division of Elections](#).

Signature Verification – Initiative Petition – SOE User Guides



SOE Administrative Services

Welcome [Redacted]
User Role : Security Manager for Division & External Users

Home Manage Security Contact Exit

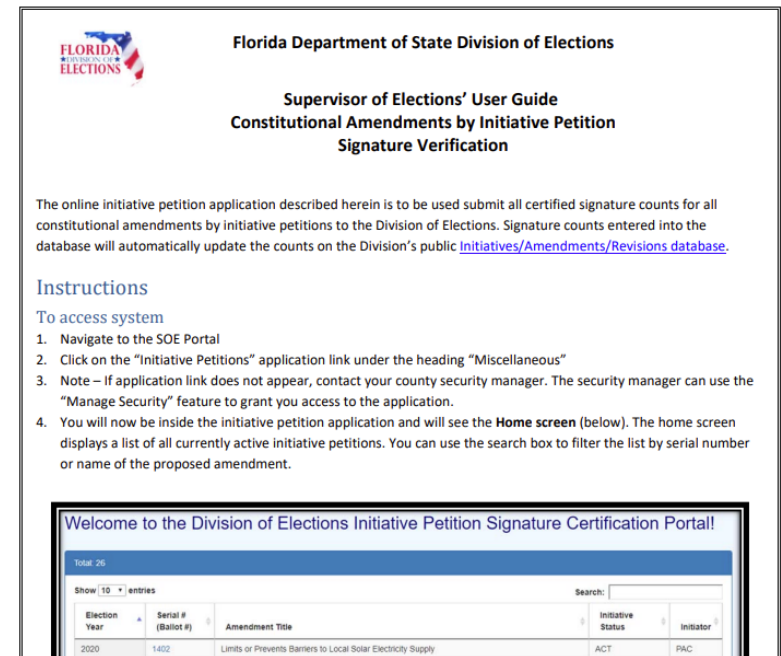
Application Links

Miscellaneous

[File Transfer Utility](#) | [User Guide](#)

[Initiative Petitions](#) | [User Guide](#) (Revised 03/08/2022)

A red arrow points to the "Initiative Petitions | User Guide" link.



FLORIDA
ELECTIONS

Florida Department of State Division of Elections


Supervisor of Elections' User Guide
Constitutional Amendments by Initiative Petition
Signature Verification

The online initiative petition application described herein is to be used submit all certified signature counts for all constitutional amendments by initiative petitions to the Division of Elections. Signature counts entered into the database will automatically update the counts on the Division's public [Initiatives/Amendments/Revisions database](#).

Instructions

To access system

1. Navigate to the SOE Portal
2. Click on the "Initiative Petitions" application link under the heading "Miscellaneous"
3. Note – If application link does not appear, contact your county security manager. The security manager can use the "Manage Security" feature to grant you access to the application.
4. You will now be inside the initiative petition application and will see the **Home screen** (below). The home screen displays a list of all currently active initiative petitions. You can use the search box to filter the list by serial number or name of the proposed amendment.



Welcome to the Division of Elections Initiative Petition Signature Certification Portal!

Total: 26

Show: 10 entries

Search:

Election Year	Serial # (Ballot #)	Amendment Title	Initiative Status	Initiator
2020	1402	Limits or Prevents Barriers to Local Solar Electricity Supply	ACT	PAC

Signature Verification Costs for Citizen Initiative

- Set actual cost to verify every February 2 of each even-numbered year (next update is February 2024).
 - Publish on each SOE website
 - Publish on Division's website (Excel spreadsheet of county cost: <https://www.dos.myflorida.com/elections/laws-rules/constitutional-amendmentsinitiatives/>)
- The division and each supervisor shall biennially review available technology aimed at reducing verification costs.
 - **Section 100.371(11)(b), Fla. Stat.**

Citizen's Initiative Petition – Undue Burden

- Not available if paying petition circulators at any point of process
- Always check before verifying to ensure you are paid in advance if sponsoring political committee has not filed an affidavit of undue burden

AFFIDAVIT OF UNDUE BURDEN
(Section 99.097(4), Florida Statutes)

IMPORTANT: Paying signature gatherers will preclude or invalidate the filing of an undue burden oath. Section 99.097(6), Florida Statutes, provides: (a) If any person is paid to solicit signatures on a petition, an undue burden oath may not subsequently be filed in lieu of paying the fee to have signatures verified for that petition. (b) If an undue burden oath has been filed and payment is subsequently made to any person to solicit signatures on a petition, the undue burden oath is no longer valid and a fee for all signatures previously submitted to the supervisor of elections and any submitted thereafter shall be paid by the candidate, person, or organization that submitted the undue burden oath. If contributions as defined in s. 106.011 are received, any monetary contributions must first be used to reimburse the supervisor of elections for any signature verification fees that were not paid because of the filing of the undue burden oath. [Note: The second sentence in (b) applies only when payment is made to a signature gatherer after an undue burden oath had been filed.]

.....

I certify under oath that

(Name of Political Committee)

is unable to pay the 10 cents per name charge for verification of petition signatures without imposing an undue burden on the committee's resources.

X _____

Signature of Treasurer Printed Treasurer's Name

Address City

State Zip Telephone Number

State of Florida
County of _____

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 20____
by _____.

Personally Known: _____ or _____

Produced Identification: _____

Type of Identification Produced: _____

Signature of Notary Public – State of Florida
Print, Type or Stamp Commissioned Name of
Notary Public

DS-DE 19D (revised 7/1/11)

Signature Verification Reimbursement Program

- In the event a candidate, person, or organization submitting a petition to have an issue placed upon the ballot is entitled to have the signatures verified at no charge, the supervisor of elections of each county in which the signatures are verified at no charge shall submit reimbursement request.
- SOE shall submit the total number of such signatures checked in the county to the Chief Financial Officer no later than December 1 of the general election year, and the Chief Financial will reimburse from the General Revenue Fund in an amount equal to 10 cents for each name checked or the actual cost of checking such signatures, whichever is less.

(s. 99.097(4), F.S.

Mail Ballot Elections

Request/plan/approval
(ss. 101.6101 - .6107, F.S.)

All Mail Ballot Elections

Allowed (upon approval) only for:

- Referendum election
- Body responsible for calling election and SOE authorize the mail ballot election
- Secretary of State pre-approves the SOE's written plan/timetable

Not allowed for:

- When a candidate is to be nominated, elected, or recalled
- When election is held on the same date as another election for same voters

Mail Ballot Elections (cont'd)

- Procedures:
 - SOE must submit approval before initiating mail ballot election
 - Resolution from governing body calling for mail ballot election is required
 - SOE must conduct the mail ballot election
 - Costs paid for by jurisdiction initiating the election
 - Election Code's vote-by-mail voting provisions apply to extent they do not conflict with Mail Ballot Election Act
- DE Reference Guide 0015

Special Election Reimbursement Program

Requirements

Special Election Reimbursement

Which special elections qualify for reimbursement?

- Elections called under s. 100.101, F.S. (will be called by Governor)
- Only certain elections -

Procedures

- Reimbursement must be based on the actual expenses (paid invoices)
- SOE must file actual expenses with county and copy with DOS
- Reimbursement only for expenses that are solely caused by and required for conduct of election
- Reimbursement will be based upon a “first in, first out” submission
- If funds not currently available, payment is rolled over to next FY

DE Reference Guide 0005 + online checklist available

Special Salary Qualification Program

Requirements

Special Salary Qualification Certification

\$2000 annual extra
pay

Initial Certification

Annual renewal/
recertification

Initial Certification

Pass open book exam with score of 90% or better

Conduct a primary AND a gubernatorial or presidential election

Attend a mandatory FSASE orientation course/workshop (minimum 12 hrs)

Serve minimum 2 years as Supervisor

Earn minimum credits over 60 credit hours per Rule

Apply within 6 yrs of appointment/election

User Form DS-DE 69

Renewal Certification

Minimum 24 hours of participation credits annually

Earn in the year period preceding the anniversary date

Track independently and submit throughout year or at time of application

Credits for FSE conference attendance recorded based on attendance sheets

Submit application at least 30 days in advance

Use Form DS-DE 69

Request to Dispose of Unused Election Material

Requirements (s.
101.545, FS

Disposal of Unused Election Materials (s. 101.545, F.S.)

- Submit written request to DOE for pre-approval
- Use Form DS-DE 151 (specify type and quantity of unused election materials, election)
- Provide copy of voided copy of at least general election ballot for rulemaking review.
- Dispose after the election for which such ballots, forms, or other election materials were prepared (recommend waiting until at least until after 10 days contest of elections)

USED election materials must be kept for 22 months after election (see GS3-Election Records)

Fiscal Amin Unit Duties

Administers federal subgrant programs including audits

Reports to EAC on Federal Grant expenditures/interests

Processes Supervisors/Agency requests for voter application forms

Processes special election reimbursement requests

Administers the constitutional amendment publication process

Federal Funds

- 2002 – present
 - Help America Vote Act
 - Coronavirus Aid, Relief, and Economic Security (CARES) Act
 - Election Security Funds 2020
 - Underlying terms, scope differ
 - State legislative appropriation required
 - Local grants
 - Funds Reporting Requirements/Timelines

BER Duties

Candidate qualifying
(federal, state, multi-
county, special
district)

Political committees
& electioneering
communication
organizations

Campaign finance
reports

Handbooks for
candidates,
campaign treasurers,
and political entities

Notices of General
Election

County candidate
Lists (Electronic
DSDE80 system)

Ballot certification

Candidate
pronunciation
webpage

County canvass
certificates of
election results
(Electronic System)

Collect and analyze
various post-election
reports

Issuance of
commissions

Repository for
minority reports and
seals

BVRS Duties

Voter Registration

- Out-of-State cancellations (in-state/out-of-state)
- Mail-in voter application reroutes to the SOE Offices
- HSMV Verifications
- Voter Assistance Hotline & OVR Help

Ineligibility

- Mental incapacity
- Felony (federal, Florida, out-of-state, sex offenders)
- Deceased
- Non US citizens
- Other

Reporting/Research

- Election Night results reporting
- Voter by Mail ballot request files & access applications
- Research for legal office/election fraud complaints
- Other statistical reports/public

FVRS Quality Control

- Duplicate registration records
- Aged felon and deceased file reports
- Inactive registered Voters
- Administrative Input Errors-Date of Birth, DL, etc.

BVSC Duties

Test voting systems & voting process (periphery) items – automated independent audit, independent recount tabulation system, etc.

Develop test standards & review new technology as required

Conduct election observations – routine/official

Provide technical assistance

Bi-ennial review and annual review updates – county minimum security procedures

Maintain online local elections dates database

Review, update & provide technical assistance for rules

Track & maintain county voting systems/equipment info

Collect and analyze various post-election reports – conduct of elections, overvote/undervote, post-election voting system audit, precinct-level election results

Public Records

Exemptions/Management

Public Records Management

- [General Schedule -3](#)

- [\(Election Records\)](#)

(last revised in June 2022)

Florida Department of State/
Library and Information Services

Rule 1B-24.003, Fla. Admin. Code

The screenshot shows the website for the Florida Department of State, Division of Library and Information Services. The page is titled "Records Management" and features a grid of nine links, each with a representative image and a caption:

- General Records Schedules**: Image of various colored folders.
- Records Management Liaison Officers**: Image of a person looking at a computer monitor.
- Forms and Publications**: Image of a hand holding a document.
- Records Management Training**: Image of a classroom setting with a presentation screen.
- Dispose of Public Records**: Image of a person standing next to a large stack of boxes.
- State Records Center**: Image of a modern building exterior.
- Disaster Recovery**: Image of a large pile of damaged or wrapped items.
- Statutes**: Image of several red-bound books.
- Records Management FAQ**: Image of a library interior with bookshelves.

The website header includes navigation links for "Corporations", "Arts & Culture", "Elections", "Historical Resources", and "Library and Information Services". A search bar is present with the text "How can we serve you?". The footer of the page includes a language selection dropdown and a "Powered by Google Translate" notice.

Public Records Exemptions

s. 97.0585, Fla. Stat. (specified voter registration information – Fla DL, Fla State ID, SSN) (covered also by federal law)

s. 101.62, Fla. Stat. (vote-by-mail request information except to specified persons or entities)

s. 106.0706, Fla. Stat., campaign finance related exemption

s. 119.071(4)(d), Fla. Stat., High-risk professionals entitled to request address/contact information exemption

s. 119.0725, Fla. Stat., cybersecurity, network infrastructure, etc.

s. 741.4651, Fla. Stat., victims of stalking or aggravated stalking – AG Address confidentiality program

Government-in-the-Sunshine Florida Attorney General

- Government-in-the Sunshine
 - Chapter 119, Florida Statutes (Public Records)
 - Chapter 286, Florida Statutes (Public Business)
 - s.286.011, Florida Statutes (Public meetings and records)
- Official interpreter of public records law
- Government-in-the Sunshine Manual
- Mediation Program



OPEN GOVERNMENT

Florida is proud to lead the nation in providing public access to government meetings and records. This website is designed to help government agencies, the media and private citizens understand Florida's Open Government and Public Records laws.

Government must be accountable to the people. The Florida Constitution, which sets forth our rights as citizens of this great state, provides that the public has the right to know how government officials spend taxpayer dollars and make the decisions affecting their lives. The principle of open government is one that must guide everything done in government for its public.

The Attorney General's Mediation Program assists in resolving public access disputes.

Custodian of Records
Director, Office of Public Records
107 West Gaines Street, Suite 128
Tallahassee, FL 32399-1050
Tel: 850-414-3300
Fax: 850-487-1705

E-mail: PublicRecordsRequest@myfloridalegal.com

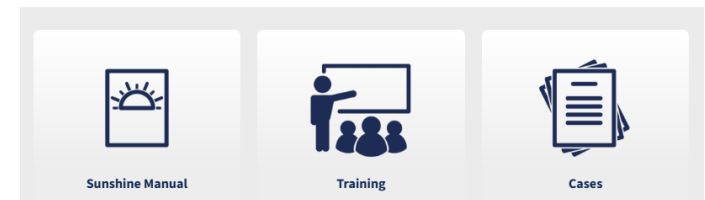
[Frequently Asked Questions](#)

[Privacy Policy](#)

[Agency Contracts](#)

Contact

PL-01, The Capitol
Tallahassee, FL 32399-1050
(850) 414-3300



<https://www.myfloridalegal.com/>

State Resources

Website



The Division of Elections facilitates coordination and interpretation of election laws and establishes uniform standards to ensure fair and accurate elections in Florida.

How can we serve you?

- About Us
- Candidates & Committees
- Data & Statistics
- For Voters
- Forms & Publications
- Laws & Rules
- Voting Systems
- Contacts

Para español, seleccione de la lista Powered by Google Translate

2025 Special Primary Election

January 28, 2025

Unofficial Election Results

[Click to See Results](#)

RESOURCES	STATISTICS AND REPORTS	VOTER INFORMATION
<ul style="list-style-type: none"> Constitutional Amendments/Initiatives Frequently Asked Questions Felon Voting Rights Petition Circulator Registration Supervisor of Elections Contact Information Third-Party Voter Registration Organizations (3PVRO) 	<ul style="list-style-type: none"> Book Closing Reports Candidates, Campaigns, & Committees Early Voting and Vote-by-Mail Ballot Request Reports Election Results Voter Registration Statistics Voter Turnout 	<ul style="list-style-type: none"> Early Voting Sites/Secure Ballot Intake Stations Election Dates and Deadlines Voter Registration Vote-by-Mail Ballot Request / Status Lookup Voter Information Lookup Voter Precinct Lookup

News/Events

Special Elections. Visit [Special Elections](#) webpage for upcoming scheduled elections and key dates for US House 1 and US House 6. Visit [Candidates and Races Database](#) webpage for who qualified for those special elections.

Election Results. Visit [Election Results Archive](#) for 2024 and past elections results.

Election Dates. Please visit [Election Dates](#) for upcoming dates and activities for the General Election.

Upcoming public events. Visit our [Hearings, Public Meetings, and Workshops](#) webpage for notices on upcoming public events including rules workshops.

Contact

DIVISION OF ELECTIONS	FOR THE PRESS	VOTER ASSISTANCE HOTLINE
<p>Mailing Address Florida Division of Elections</p>	<p>For answers to media-related questions visit the Media Room for a list of resources you</p>	<p>Toll Free 1.866.308.6739 (in English and Español), available Monday - Friday, 8:00</p>

Special SOE Resource Webpage

<https://soe.dos.state.fl.us/>

Florida
Division of Elections

Search

Text: [Expand](#) [Lamp](#) [Normal](#) [Print](#)

Supervisor of Elections Resources Webpage

Website Last Updated January 14, 2025

- ★ **Checklists**
 - [DE Checklist 0001 - Constitutional Amendment Initiative Petition Validation/Signature Verification](#) (03/2022) (pdf 184kb)
 - [DE Checklist 0002 - Candidate Petition Validation/Signature Verification](#) (1/2018) (pdf 822kb)
- ★ **DOE Reference Guides** Last Updated 01/14/2025
 - [DE Guide 0001 Vote-by-Mail - Request, Pick-Up, Delivery and Return](#) (01/2025)
 - [DE Guide 0002 Federal and State Write-In Vote-by-Mail Ballots](#) (Update in progress)
 - [DE Guide 0003 Voter Residency](#) (06/2019) (pdf 680kb)
 - [DE Guide 0004 Voting Rights Act-Minority Language-Covered Jurisdiction](#) (06/2022) (pdf 261kb)
 - [DE Guide 0005 Special Election Reimbursement Requests](#) (03/23/2023) (pdf 1,673kb)
 - [DE Guide 0006 Florida History-Voter ID at the polls](#) (07/2016) (pdf 207kb)
 - [DE Guide 0007 Notice of Candidate Withdrawal Disqualification - Removal of Ballot Issue](#) (02/13/2024) (pdf 314kb)
 - [DE Guide 0008 When Residency Qualifications for Elected Officials Must be Met](#) (01/2024) (pdf 220kb)
 - [DE Guide 0009 Voter Challenges](#) (Update in progress)
 - [DE Guide 0010 Recount Procedure Summary](#) (12/08/2023) (pdf 233kb)
 - [DE Guide 0011 Post-Election Audit Procedure Summary](#) (06/2022) (pdf 233kb)
 - [DE Guide 0012 Third Party Voter Registration Organizations](#) (06/2024) (pdf 278kb)
 - [DE Guide 0013 Calculation of Fine for Late Campaign Treasurer's Reports](#) (09/2018) (pdf 685kb)
 - [DE Guide 0014 Polling Place Accessibility](#) (03/2018) (pdf 591kb)
 - [DE Guide 0015 Mail Ballot Elections](#) (01/2025) (pdf 186kb)
 - [DE Guide 0016 Resign-to-Run Law](#) (08/2023) (pdf 233kb)
 - [DE Guide 0017 Political Committees and Electioneering Communications Organizations](#) (01/23/2024) (pdf 244kb)
 - [DE Guide 0018 Allowable and Non-Allowable Expenses for HAVA Expenditures - Federal Election Activities Grant](#) (Update in progress)
 - [DE Guide 0019 - Guidelines for Logic and Accuracy Testing](#) (03/2024) (pdf 219kb)
 - [DE Guide 0020 Canvassing Board Membership and Activities](#) (04/01/2024)
 - [DE Guide 0021 Precinct - Map - Polling Place Location File Specs](#) (01/2025) (pdf 204kb)
 - [DE Guide 0022 Upgrade/New Installation for Voting Systems - Best Practices](#) (08/2023) (pdf 184kb)
- ★ **Election Training**
 - [Signature verification/matching training 2025](#) (Florida Institute of Government)
 - [SOE Special Salary Course Credit Catalog](#) (12/2024)
- ★ **Elections Administration** (Updated 07/11/2024)
 - [County Codes](#) (Excel 15kb)
 - [DOE Subject Directory](#) (04/2024) (pdf 284kb) (update in progress)
- ★ **Precinct/Polling Place**
 - [Precinct Designations and Polling Place](#) - See DE Guide 0021
 - [Poll Worker Training - Sensitivity to Persons with Disabilities](#) PPT (12/2015)
 - [Poll Worker Training - Sensitivity to Persons with Disabilities \(Videos\)](#) (07/2016) (link to videos provided upon request)
 - [US DOJ - ADA Checklist for Polling Places](#)
- ★ **Presentations** (Updated 06/14/2024)
 - [DOE Election Administration PPT - \(FSE 2024 Summer Conf\)](#) (PDF)
 - [2024 Election Administration and Voting Survey - Planned Changes](#) (PDF)
 - [ACP Voter Program - BVRS](#) (PPT) (06/2024)
 - [DOE - 2023 Legislation \(FSE 2023 Summer Conf\)](#) (PDF) (05/2023)
 - [New SOE Orientation](#) (02/2023) (see below)
 - [DOE New SOE Orientation](#) (PDF)
 - [BER New SOE Orientation](#) (PDF)
 - [BVRS New SOE Orientation](#) (PDF)
 - [BVSC New SOE Orientation](#) (PDF)
 - [Signature Verification Training \(Online\)](#) (Florida Institute of Government) (See Election Training)
 - [QA/QC Reports/Records Maintenance \(Zoom 02/2022\)](#) (See Election Training)
 - [QA/QC Reports/Records Maintenance \(PPT 02/2022\)](#) (See Election Training)
 - [BVRS-3PVRO](#) (PPT) (Update in progress)
 - [DOS Public Records - \(FSE Conf 2019\)](#) (PPT) (12/2019)
- ★ **Public Records**
 - [GS3 Retention Schedule](#) (pdf 617kb)
 - [Laws, Rules, and Process for Records Management](#)
- ★ **Voter Registration**
 - [Florida Fish and Wildlife Conservation Commission \(FFWC\) - Email Voter Registration Application Request](#)
 - [FFWC - Procedures for Voter Registration Forms/Hunting Fish Subagents](#) (06/2022)
 - [Rule 1S-2.039\(11\), Florida Administrative Code \(ACP voters/registration process\)](#)
 - [Rule 2A-7.009, Florida Administrative Code \(Maintaining Protected Records-Voter Information\)](#)


DE Reference Guides

SOE Resources
Internal Webpage

★ DOE Reference Guides Last Updated 01/14/2025

- [DE Guide 0001 Vote-by-Mail - Request, Pick-Up, Delivery, and Return \(01/2025\)](#)
- DE Guide 0002 Federal and State Write-in Vote-by-Mail Ballots (Update in progress)
- [DE Guide 0003 Voter Residency \(06/2019\) \(pdf 680kb\)](#)
- [DE Guide 0004 Voting Rights Act-Minority Language-Covered Jurisdiction \(06/2022\) \(pdf 261kb\)](#)
- [DE Guide 0005 Special Election Reimbursement Requests \(03/23/2023\) \(pdf 1,673kb\)](#)
- [DE Guide 0006 Florida History-Voter ID at the polls \(07/2016\) \(pdf 207kb\)](#)
- [DE Guide 0007 Notice of Candidate Withdrawal Disqualification - Removal of Ballot Issue \(02/13/2024\) \(pdf 314kb\)](#)
- [DE Guide 0008 When Residency Qualifications for Elected Officials Must be Met \(01/2024\) \(pdf 220kb\)](#)
- DE Guide 0009 Voter Challenges (Update in progress)
- [DE Guide 0010 Recount Procedure Summary \(12/08/2023\) \(pdf 233kb\)](#)
- [DE Guide 0011 Post-Election Audit Procedure Summary \(06/2022\) \(pdf 233kb\)](#)
- [DE Guide 0012 Third Party Voter Registration Organizations \(06/2024\) \(pdf 278kb\)](#)
- DE Guide 0013 Calculation of Fine for Late Campaign Treasurer's Reports (09/2018) (pdf 685kb)
- [DE Guide 0014 Polling Place Accessibility \(03/2018\) \(pdf 591kb\)](#)
- [DE Guide 0015 Mail Ballot Elections \(01/2025\)\(pdf 186kb\)](#)
- [DE Guide 0016 Resign-to-Run Law \(08/2023\) \(pdf 233kb\)](#)
- [DE Guide 0017 Political Committees and Electioneering Communications Organizations \(01/23/2024\) \(pdf 244kb\)](#)
- DE Guide 0018 Allowable and Non-Allowable Expenses for HAVA Expenditures - Federal Election Activities Grant (Update in progress)
- [DE Guide 0019 - Guidelines for Logic and Accuracy Testing \(03/2024\) \(pdf 219kb\)](#)
- [DE Guide 0020 Canvassing Board Membership and Activities \(04/01/2024\)](#)
- [DE Guide 0021 Precinct - Map - Polling Place Location File Specs \(01/2025\) \(pdf 204kb\)](#)
- [DE Guide 0022 Upgrade/New Installation for Voting Systems - Best Practices \(08/2023\) \(pdf 184kb\)](#)

Dates to Remember



**Election Dates
and Activities Calendar
2025 – 2026**
(Highlights Only for 2026)

Updated 01/2025

2026 Election Date Highlights	
Candidate Qualifying Period 2026	
Federal (U.S. Senator, Representative in Congress), State Attorney (Judicial Circuit 20th only), Public Defender (Judicial Circuit 20th only) 1 - 19), Judicial Offices (i.e., Justice(s) of the Supreme Court, District Court of Appeal Judges, Circuit Court Judges, and County Court Judges*) *Candidates for county court judges qualify with their respective county Supervisor of Elections. All other judicial candidates file with the Division of Elections as the filing officer.	Noon, April 20, 2026 - Noon, April 24, 2026 (Pre-qualifying period begins 2 weeks before)
Governor, Cabinet Offices (Attorney General, Commissioner of Agriculture and Chief Financial Officer, State Senators, State Representatives, County Office and Special Districts	Noon, June 8, 2026 - Noon, June 12, 2026 (Pre-qualifying period begins 2 weeks before)
Primary Election 2026	
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 4, 2026
Vote-by-Mail Ballot Send Deadline - Domestic Voters (7-day window) for requests already on file	July 9 - 16, 2026
Voter Registration Deadline (book closing)	July 20, 2026
Early Voting - Optional Days (A county may offer one or more of these early voting days)	August 3 - 7, 2026 and/or August 16, 2026
Deadline to Request that Ballot Be Mailed	August 6, 2026
Early Voting - Mandatory (8-day period)	August 8 -15, 2026
Primary Election Day	August 18, 2026
General Election 2026	
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 19, 2026
Vote-by-Mail Ballot Send Deadline - Domestic Voters (7-day window) for requests already on file	September 24 - October 1, 2026
Voter Registration Deadline (book closing)	October 5, 2026
Early Voting - Optional Days (A county may offer one or more of these early voting days)	October 19 - 23, 2026 and/or November 1, 2026
Deadline to Request that Ballot Be Mailed	October 22, 2026
Early Voting - Mandatory (8-day period)	October 24, 2026
General Election Day	November 3, 2026

SOE Guide to Reports

Supervisor of Elections' Guide to the Division of Elections Reports, Files and Activities

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Supervisor of Elections' Guide to the Division of Elections Reports, Files and Activities

Certifications of Address List Maintenance and Eligibility Records Activities

(page updated 20240702)

Reference(s): Sections [98.065\(7\)](#) and [98.075\(8\)](#), F.S., Rule [15-2.041](#), F.A.C.

Compliance: The Supervisor of Elections (SOE) shall certify twice annually that he or she has conducted address list maintenance activities in accordance with law. These activities include annual and bi-annual activities and review of voter registration records to identify records in which voters are registered at an address that may not be of legal residence for those voters (e.g., business, non-residential)

Purpose: 1. To certify a SOE has conducted activities required under Section 98.065, F.S., to maintain current and accurate residential addresses for registered voters; 2. To certify a SOE has conducted activities required under Section 98.075, F.S., to identify and remove ineligible voters from the voter registration rolls.

Record Retention: See Item #156, [General Records Schedule GS3 for Election Records](#) incorporated by reference into [Rule 1B-24.003](#), F.A.C.

Form(s) to be Used: Form DS-DE 117 – Certification of Address List Maintenance Activities and Form DS-DE 118 – Certification of Eligibility Records Maintenance – Visit Division of Elections' [Forms](#) webpage for forms.

Submission Date: As soon after June 30, but no later than July 31 (for activities conducted the prior January through June).

As soon after December 31, but no later than January 31 (for activities conducted the prior July through December)

Submission Method: Upload through File Transfer Utility on SOE Portal or e-mail signed forms to BVRSHelp@dos.myflorida.com. (Do not mail originals)

Division Contact: Bureau of Voter Registration Services at 850-245-6290

- Instructions:**
1. Record the requested information on forms DS-DE 117 and DS-DE 118.
 2. Sign and date the forms for each certification.
 3. Upload through File Transfer Utility on SOE Portal or email scanned forms.

Supervisor of Elections' Guide to Reports, Files, and Activities

Updated October 20, 2024



ATTENTION: Information herein may be confidential and/or exempt from public records disclosure. Please review public records laws and applicable exemptions and consult the Division prior to public release.

SOE Administrative Portal

Florida Department of State
Division of Elections
SOE Administrative Services

Application Links

Candidates

- [Candidate Petitions](#) | [User Guide](#) (Revised 03/08/2015)
- [LocalCandidates](#) | [User Guide](#) (Revised 07/26/2023)

Elections

- [Enight SOE Application - House 35 \(1/16/24\) & 2024 PPP](#)
[SOE User Guide – Election Results Reporting and Canvass](#)
- [Election Admin \(Ballot Cert\)](#)

Voter Registration

- [FVRS Matches - Pending and Aged](#)
Aged matches refer to matches that have exceeded the time on the match per section 98.075, Fla. Stat, and Rule 1S-2.0
- [FVRS Quality Control](#) | [User Guide](#) (Revised 01/27/2022)
(Note: A component of the program is being used by OEC)
- [Vote-by-Mail and Early Voting Reports](#) | [User Guide](#) (Revised 01/27/2022)

Miscellaneous

- [File Transfer Utility](#) | [User Guide](#)
- [Initiative Petitions](#) | [User Guide](#) (Revised 03/08/2022)
- [SecureDocument Transfer](#) | [User Guide](#) (Revised 01/09/2022)
- [SOE Online Reports \(UOCAVA: Voter Education Survey\)](#) | [User Guide](#) (Revised 01/09/2022)

- This is where various application programs for reporting exist and secure site for files exchange between the state and counties occur.
- Every county might look a little different depending on admin privileges.

Rulemaking

Chapters 1S-2, 1S-5, 1S-9



The Division of Elections facilitates coordination and interpretation of election laws and establishes uniform standards to ensure fair and accurate elections in Florida.

[About Us](#)[Candidates & Committees](#)[Data & Statistics](#)[For Voters](#)[Forms & Publications](#)[Laws & Rules](#)[Voting Systems](#)[Contacts](#)

Para español, seleccione de la lista

[Department of State](#) / [Division of Elections](#) / [Laws & Rules](#) / [Rules](#)

Rules

Webpage last updated: November 14, 2024

Adopted Rules

Visit the [Florida Administrative Code](#) and [Florida Administrative Register's homepage](#) to sign up for notices of rulemaking and to view current and past Division of Elections' Rules within these three chapters.

- > [Chapter 1S-2 - Elections](#)
- > [Chapter 1S-5 - Certification of Electronic Electromechanical Voting Systems](#)
- > [Chapter 1S-9 - Elections Emergency Contingency Plan](#)

Visit our [Forms Incorporated in Rule](#) page for forms incorporated into current rules.

Emergency Rules

No emergency rules at this time.

New or Amended Rules (Recently Filed)

Rule 1S-2.010 Advisory Opinions

- > [Adopted \(eff. 11/28/2024\) - See Florida Admin. Code](#)
- > [Incorporated Form DS-DE 500 \(Felon Eligibility Opinion Request\)](#)

Rule 1S-2.048 Voter Registration Agencies

- > [Adopted \(eff. 10/06/2024\) - See Florida Admin. Code](#)
- > [Incorporated Form DS-DE 131](#)
- > [Incorporated Form DS-DE 77](#)

Proposed Rules and Rule Changes

To receive automated notices of proposed rule activity and to participate in the rulemaking process by submitting comments, please subscribe to [E-Rulemaking](#).

LAWS & RULES

[Advisory Opinions](#)[Constitutional](#)[Amendments/Initiatives](#)[Directives](#)[Help America Vote Act \(HAVA\)](#)[Law Resources](#)[Rules](#)

Rulemaking

Florida Department of State
FLORIDA ADMINISTRATIVE CODE & FLORIDA ADMINISTRATIVE REGISTER

Home | Advanced Search | MyFLRules | Rules Open for Comments

Division: 1S
 Division of Elections
[Department of State](#)
 1S : Division of Elections

View Individual Chapters

Click on the chapter No. to browse the Rules in the Chapter.
 Click on the table header to re-sort the results.

Chapter No.	Chapter Title
1S-1	RULEMAKING
1S-2	ELECTIONS
1S-3	CAMPAIGN FINANCIAL REPORTING REQUIREMENTS
1S-4	NOTARIES PUBLIC FEE SCHEDULE
1S-5	CERTIFICATION OF ELECTRONIC OR ELECTROMECHANICAL VOTING SYSTEMS
1S-6	INDEXING, MANAGEMENT, AND AVAILABILITY OF FINAL ORDERS
1S-7	PROVISIONAL CERTIFICATION OF VOTING SYSTEMS
1S-8	VOTING SYSTEM AUDITS
1S-9	ELECTIONS EMERGENCY CONTINGENCY PLAN

Home | Advanced Search | MyFLRules | Rules Open for Comments | About Us | Contact Us | Help
 Copyright and Privacy Policies | Accessibility Statement
 Copyright © 2010 State of Florida Department of State
 Under Florida law, E-mail addresses are public records. If you do not want your E-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

Florida Department of State
FLORIDA ADMINISTRATIVE CODE & FLORIDA ADMINISTRATIVE REGISTER

Home | Advanced Search | MyFLRules | Rules Open for Comments

Rule Chapter: 1S-2

Chapter Title: ELECTIONS

View Chapter:  [1S-2](#) [Add to MyFLRules Favorites](#)

View Individual Rules

Click on the word icon to view the latest rule version. Or click on the rule number to see the detail of the rule.

Latest Version	Rule No.	Rule Title	Effective Date
	1S-2.0001	Designation of Division of Elections as Filing Office for Department of State; Requirements for Candidate Qualifying Papers; Withdrawal of Candidacy	11/13/2023
	1S-2.0011	Constitutional Amendment Ballot Position	6/22/2010
	1S-2.002	Placement of Races on Primary Ballots (Repealed)	3/6/2016
	1S-2.0031	Write-in Procedures (Repealed)	3/6/2016
	1S-2.004	Purchase, Sale, and Uses of Voting Equipment and Systems	1/2/2012
	1S-2.008	Random Sampling Procedure for Petition Signature Verification	7/25/1978
	1S-2.009	Constitutional Amendment by Initiative Petition	10/1/2021
	1S-2.0091	Constitutional Amendment Initiative Petition; Submission Deadline; Signature Verification	10/1/2021

www.flrules.org

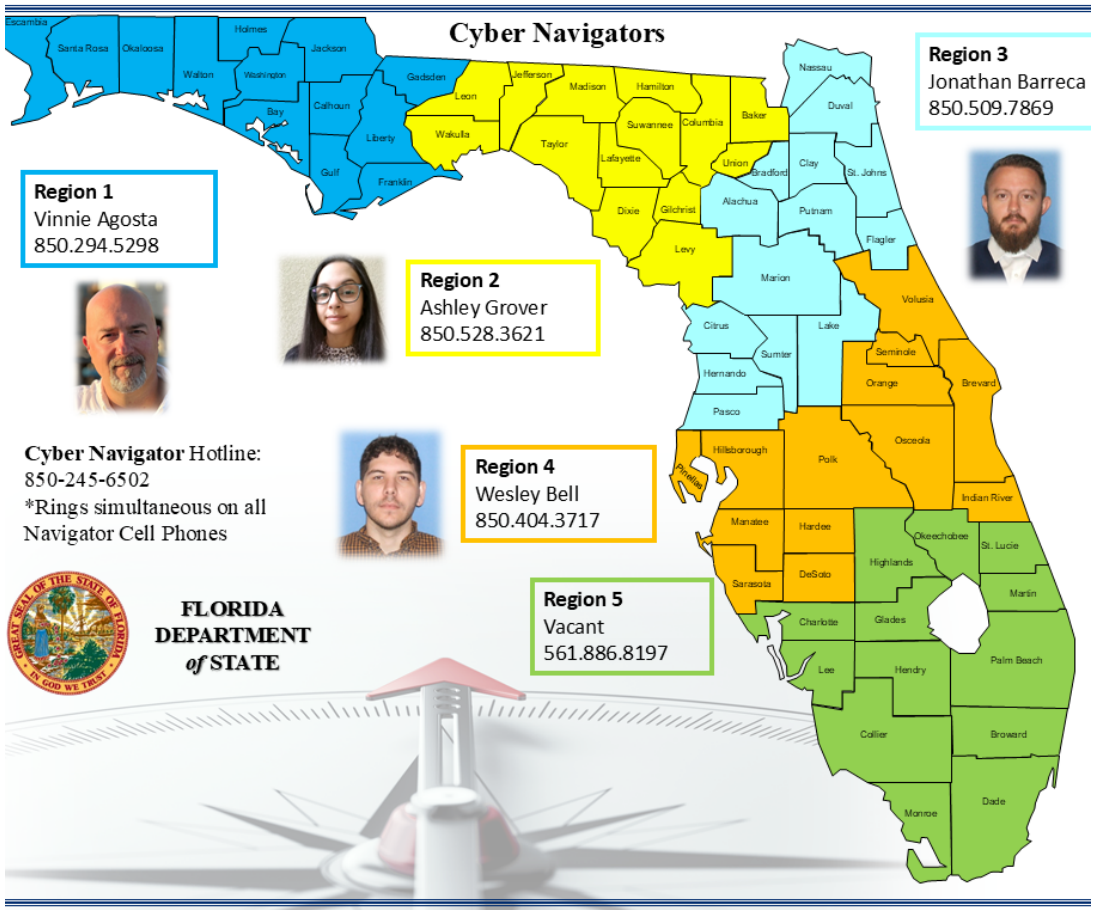
Advisory opinions

Formal
Informal

Advisory Opinions (s. 106.23(2), F.S.)

- Right to request an advisory opinion relating to any provisions or possible violations of Election Code:
 - Actions SOE has taken or proposes to take
 - Candidates, local election officials, political parties, registered political committees, and other persons/organization engaged in political activity can also request opinion
- Procedure for requesting: Rule 1S-2.010, Florida Administrative Code
- Past opinions are searchable on Division's website:
 - <https://dos.fl.gov/elections/laws-rules/advisory-opinions/>

Election Security



Current Cyber Navigator Map

KEY FEDERAL LAWS

Voting Accessibility for Elderly and Handicapped Act

1984 – Federal Law

Polling Place Accessibility

Registration place facilities

Elderly (65 or older)

Temporary or permanent disability

Vote by mail

Uniformed and Overseas Citizens Absentee Voting Act

1986 and as subsequently amended– Federal Law

Applies to uniformed services members and spouses and dependents and overseas voters

Provides backup FWAB

Allows ballots to be received by email, fax, or website,

National Voter Registration Act

1993 – Federal Law

National mail-in registration form

Motor Voter

Voter registration agencies

State and regional agency coordinators

Training

Help America Vote Act

2002 – Federal Law

Statewide Voter Registration System

Update Voting Systems

Provisional Ballot Voting

Voter Identification Requirements

Voting System Standards

Administrative Complaint Process

Other Federal Laws

- Voting Rights Act of 1965
- Military Spouses Residency Relief Act of 2009
 - Allows military spouses to maintain legal residence in the state where they lived before a permanent change of station move with their active-duty service member.
- Military and Overseas Voting Act of 2009/2010
(amended UOCAVA)

Bi-ennial Election Administration Voting Survey

- Bi-ennial Election Administration and Voting Survey
- State and local jurisdictions must report activities on data requested in survey
- Online submission /portal –
 - Webinars (October/November)
 - Initial data submission (early to mid-January)
- Every federal general election year
- Due February 1 (initial responses), March 1 (final responses)
- Survey becomes basis of Congressional Report

Other Resources

External

US Elections Assistance Commission (US EAC)

- <https://www.eac.gov>

Application period for the 2024 Clearinghouse Awards is now open!

...ding programs from state and local election offices during the 2024 election cycle, celebrating ...ation.

...es is Friday, February 14, at 11:59pm ET.

...rn more!


STATES
ELECTION ASSISTANCE
COMMISSION



Search EAC

Voting Election Technology Research Grants News & Events About

Clearinghouse

Application period is open!
...ovative election
...ary 14, 2025!

 **Apply for the Clearies Awards!**
Deadline is February 14!

CLEARING HOUSE AWARDS

Find out more at [EAC.gov/clearies](https://www.eac.gov/clearies)

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.

[Learn More About EAC](#) [Newsletter Sign-up](#) [Jobs at EAC](#)

Federal Voting Assistance Program (FVAP)

- <https://www.fvap.gov>

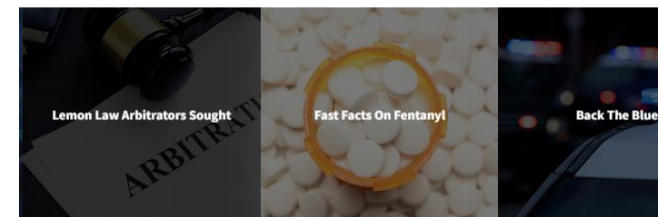
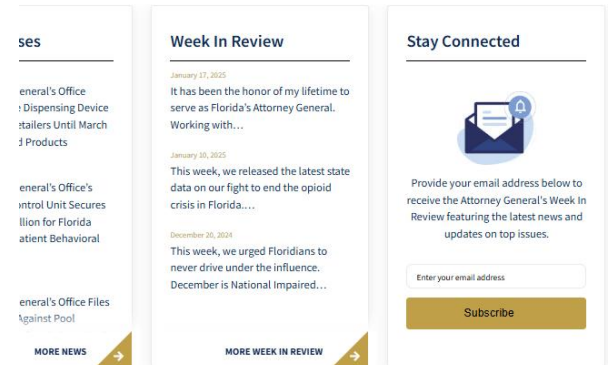
The screenshot shows the top portion of the AP.gov website. At the top, there are navigation links for "Election Forms and Materials", "Voting Assistance Guide", "FAQs", and "Links". The main logo "AP.gov" is prominently displayed, with the tagline "Voting assistance for Service members, their families and overseas citizens" and "FEDERAL VOTING ASSISTANCE PROGRAM" below it. A search bar on the right contains the text "Looking for Something?". Below the navigation is a dark blue banner with the text "Military and overseas citizens Wherever they are" and a red button that says "Request your ballot now". Below the banner is a photo of a hand writing on a ballot next to a globe. At the bottom of the banner, it says "Registered and requested a ballot, but still haven't received it? Fill out a FWAB [here](#)."

This section is titled "Looking for something specific? Select your state to:". It contains a list of links: "See your state's guidelines", "See election dates and deadlines", "Find your election office", and "Check the status of your voted ballot". To the right of the list is a dropdown menu labeled "Select your state". Below the dropdown, there is a note: "Determine your state of voting residence if a [Service member and family](#) or an [overseas](#)".

This section contains two columns of information. The left column is titled "Election Dates" and lists "Election". The right column is titled "Quick Links" and contains two items: "Not in the military or living overseas? Go to [vote.gov](#) to get election information." and "Register and request a ballot with the Federal Post Card Application (FPCA)". To the right of these columns is a section titled "Latest FVA" which lists dates: "January 01", "January 2025 Voter Alert", "December 01", "December 2024 Voter Alert", and "November 01".

Florida Attorney General

- Open Government/Public Records
- <https://www.myfloridalegal.com>



Latest Events



Department of Homeland Security and CISA



Home Security

Topics News In Focus How Do It? Get Involved About DHS

Home > Topics > Cybersecurity

Cybersecurity

The Department of Homeland Security and its components play a lead role in strengthening cybersecurity resilience across the nation and sectors, investigating malicious cyber activity, and advancing cybersecurity alongside our democratic values and principles.

What DHS is Doing

- Cybersecurity and Infrastructure Security Agency (CISA)
- Cyber Safety Review Board (CSRB)
- Transportation Security Agency (TSA)
- United States Coast Guard (USCG)
- United States Secret Service (USSS)
- Immigration and Customs Enforcement - Homeland Security Investigations (ICE HSI)
- Office of the Chief Information Officer (OCIO)
- Office of Policy

Additional Information

- Cybersecurity Resources | CISA.gov
- Ransomware Resources | CISA.gov
- Cybersecurity Jobs | CISA.gov
- Information Systems Vulnerability Disclosure Program
 - Report a Vulnerability (bugcrowd.com)
 - Report a Vulnerability (anonymously)

Latest Cybersecurity News

November 16, 2021 | Press Releases
Feature Article: A Secure Environment to Create the Future of Cybersecurity Solutions

America's Cyber Defense Agency
NATIONAL COORDINATOR FOR CRITICAL INFRASTRUCTURE SECURITY AND RESILIENCE

Home / Topics / Election Security

Election Security

CISA works to secure both the physical security and cybersecurity of the systems and assets that support the nation's elections.

Overview

Every year, citizens across the United States cast their ballots for the candidates of their choice. Fair and free elections are a hallmark of American democracy. The American people's confidence in the value of their vote is principally reliant on the security and resilience of the infrastructure that makes the Nation's elections possible. Accordingly, an electoral process that is both secure and resilient is a vital national interest and one of CISA's highest priorities.

In January 2017, the Department of Homeland Security officially designated election infrastructure as a subset of the government facilities sector, making clear that election infrastructure qualifies as critical infrastructure. This designation recognizes that the United States' election infrastructure is of such vital importance to the American way of life that its incapacitation or destruction would have a devastating effect on the country. Election infrastructure is an assembly of systems and networks that includes, but is not limited to:

- Voter registration databases and associated IT systems;
- IT infrastructure and systems used to manage elections (such as the counting, auditing, and displaying of election results, and the post-election reporting to certify and validate results);

Point of Contact

Directory

Procedural vs Statutory vs Criminal (updated 6/4/2025)

Statutory Interpretation (Advisory Opinions, Information Opinions)

Deputy Secretary for Legal Affairs and Election Security: Brad McVay

General Counsel's Office

- 850-245-6536; gencounsel@dos.myflorida.com

- Ashley Davis, General Counsel

Election fraud/violations

Division Subject Matter Directory

DEPARTMENT OF STATE
ELECTIONS-RELATED SUBJECT MATTER 02/02/2025

All phone numbers begin with 850-245-XXXX (DOS Staff; to transfer internally, use last four digits)

VOTER ASSISTANCE HOTLINE 1.866.308.6739 (toll-free)
Hours: Monday - Friday 8:00 a.m. - 5:00 p.m. (EST) with extended hours for statewide elections (bookclosing/Election Day)

VOTER/ELECTION FRAUD HOTLINE 1.877.868.3737
Election/Voter Fraud OEC3@dos.myflorida.com; 6884

COMMUNICATIONS OFFICE FOR DOS [Gretch](mailto:Gretch@dos.myflorida.com); Plessinger, 6522; Ryan, Ash, 6405

FWBS ISSUES/CONNECTIVITY ISSUES 850.245.5164

FOR AFTER HOURS ON CALL 850.766.4774

MAIN EMAIL INBOXES

- Division of Elections DivElections@dos.myflorida.com
- Bureau of Election Records ElecRecords@dos.myflorida.com
- Bureau of Voter Registration Services BVSHelp@dos.myflorida.com
- Bureau of Voting Systems Certification DOS.Votesys@dos.myflorida.com
- General Counsel's Office DOS.GenCounsel@dos.myflorida.com
- Office of Election Crimes and Security OEC3@dos.myflorida.com

DIVISION OF ELECTIONS

DIVISION OF ELECTIONS MAIN LINE 6290

Division Director, **Maria Matthews, Esq.** 6290
Assistant Division Director, **Amber Marconnet**, 6224
Hanna Black, Executive Assistant, 6209

(BER) Bur./Elections Records [Malcolm.Chellman, 6267](mailto:Malcolm.Chellman@dos.myflorida.com) 6297
BER/Help Desk 6280
(BVS) Bur./Voter Registration Services [Gina.McLeod, 6225](mailto:Gina.McLeod@dos.myflorida.com) 6280
(BVS) Bur./Voting Systems Certification [Linda.Hastings-Ard, 6114](mailto:Linda.Hastings-Ard@dos.myflorida.com) 6280
(DO) Fiscal Grants/Budget Section [Usha.Putcha, 6190](mailto:Usha.Putcha@dos.myflorida.com)

Address Confidentiality Program/Registered Voters [Gina.McLeod, 6225](mailto:Gina.McLeod@dos.myflorida.com) BVS
Advisory Opinions, Requests DivElections@dos.myflorida.com DO
Appointments, Governor or Board [Inez.Williams, 6252; Chris.Kimball, 6278](mailto:Inez.Williams@dos.myflorida.com) BER
Ballot layout/format [Usha.Wood, 6123](mailto:Usha.Wood@dos.myflorida.com) BVS
Ballot certification [Malcolm.Chellman, 6267; Amber.Marconnet, 6224](mailto:Malcolm.Chellman@dos.myflorida.com) BER
Book Closing Reports [Tiffany.Morley, 6248](mailto:Tiffany.Morley@dos.myflorida.com) DO
Budget, General Revenue/HAVA [Usha.Putcha, 6190](mailto:Usha.Putcha@dos.myflorida.com) DO
Campaign Reports, Audit ElecRecords@dos.myflorida.com; HELP DESK, 6280 BER
Campaign Reports, Failure to File/Fine ElecRecords@dos.myflorida.com; HELP DESK, 6280 BER
Candidates (Qualifying Campaign Finance, WIN@Work/Removals/Deaths) ElecRecords@dos.myflorida.com; HELP DESK, 6280 BER
Canvass and Certification [Malcolm.Chellman, 6267; Amber.Marconnet, 6224](mailto:Malcolm.Chellman@dos.myflorida.com) BER
Commissions/Deaths of Office [Chris.Kimball, 6278; Inez.Williams, 6252](mailto:Chris.Kimball@dos.myflorida.com) BER
Committees, ECDs and Political ElecRecords@dos.myflorida.com; HELP DESK, 6280 BER
Conduct of Election Reports [Usha.Wood, 6123](mailto:Usha.Wood@dos.myflorida.com) BVS
Constitutional Amendments/Initiatives Petitions [Susan.Bush, 6219](mailto:Susan.Bush@dos.myflorida.com) DO
Contact Information/Address/Email Lists Updates/Corrections for SOE offices DivElections@dos.myflorida.com DO

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Voter Assistance Hotline 1.866.308.6739 BVS
Voter Education Survey [Usha.Putcha, 6190](mailto:Usha.Putcha@dos.myflorida.com) BVS
Voter Extract File CO VoterExtract@dos.myflorida.com; Susan.Bush, 6219 DO
Voter Registration BVSHelp@dos.myflorida.com BVS
• HSMV Verifications/Suspense [Octavia.Franklin, 6156](mailto:Octavia.Franklin@dos.myflorida.com) BVS
• Online Voter Registration (OVR) RegisterToVoteFlorida.gov; OVRSupport@dos.myflorida.com BVS
• Paper Application Orders VBA.Reportina@dos.myflorida.com; Terri.Schroeder, 6213 BVS
• Statistics [Tiffany.Morley, 6248](mailto:Tiffany.Morley@dos.myflorida.com) BVS
• Voter Lookup BVSHelp@dos.myflorida.com BVS
Voter Registration Agencies: Reports (NVRA) VBA.Reportina@dos.myflorida.com; Terri.Schroeder, 6213 BVS
Voting Systems and Peripherals DOS.Votesys@dos.myflorida.com BVS
• Acquisition [Monroe.MaryAnn, 6248; Halber, Jim, 6215](mailto:Monroe.MaryAnn@dos.myflorida.com) BVS
• Certification and Peripheral Approvals [Usha.Wood, 6123; Cathy.Cook, 6242](mailto:Usha.Wood@dos.myflorida.com) BVS
Website, Division DivElections@dos.myflorida.com DO

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DEPARTMENT OF STATE
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Fish and Wildlife Commission (FWWC) - Voter Registration App Requests [HELP DESK, 855-779-5907](mailto:HELP.Desk@dos.myflorida.com) FFWC
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Chief Deputy General Counsel, **Ashley Davis** 6536
Deputy General Counsel, **Jon Morris** (Public records relating to elections) 6536
Assistant General Counsel, **Genevieve McNalls** 6536
Assistant General Counsel, **Jillian Pratt** 6536

ELECTION LAW AREAS COVERED: Chapters 97-106, F.S.

- Campaign reports
- Candidates/Qualifying
- Elections
- List maintenance
- Political entities
- Registration
- Results reporting
- Violations
- Voting/Voting systems and peripherals, etc.

OTHER LEGAL-RELATED AREAS COVERED:

- Advisory Opinions (including Advisory Opinions for voting rights after felony conviction)
- Directives
- Help America Vote Act (HAVA)
- National Voter Registration Act (NVRA)
- Public records issues relating to elections
- Uniformed Overseas Citizens Absentee Voting Act (UOCAVA)

PUBLIC RECORDS QUESTIONS PublicRecords@dos.myflorida.com

OFFICE OF ELECTION CRIMES AND SECURITY (OEC3)
OEC3@dos.myflorida.com

Director, **Andrew Darlington, Esq.** 6684
Administrative Assistant 6126

- Voter/Election Fraud and Integrity, Initiative Petition Fraud, Candidate Petition Fraud, SPVRO Fraud, Fraud Complaints - Paid petition circulator, SPVRO

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