

State of Iowa
Specifications and Order Form for Voter List

Requests can be made with the Secretary of State's Office or with a county auditor. Statewide and congressional lists must be produced by the Secretary of State's Office. Counties may only produce lists for districts of which their county is a part.

Data Describe the voters to be included. Specify that which differentiates them from the ones you do not want included.
CAUTION: If you request "all voters," you will receive and be charged for the whole state – over 2 million voters!

Do you want inactive voters? Yes No *Registration records become "inactive" when evidence shows that a voter is has moved from the address where registered.*

List Type Check one or more of the boxes below.

Electronic List Email CD-ROM *Data is recorded as a delimited file with comma (CSV).*

The records will include the registration address, mailing address, and the name and code of the precinct. **Social Security numbers, driver license numbers, and non-operator ID numbers are not included in any list.**

Do you want vote history? Yes No *Vote history is only available for electronic lists. Vote history for the last 5 elections of every type will be included.*

Paper (printed) List

In what sequence do you want the voters listed? (by last name, by jurisdiction, etc.) _____

Mailing Labels One label per voter - *This will produce one mailing label for each record requested.*

One label per household - *This will produce one mailing label for each unique address.*

Delivery Check one box below. *Orders that are shipped will be charged an extra \$5.00.*

Send COD via UPS directly to me at the address I will provide. **NOTE: The address cannot be a PO Box for UPS delivery.**

Hold at the Secretary of State's Office, where I will pick up and pay for the list.

Hold at the _____ County Auditor's Office, where I will pick up and pay for the list.

For Governmental Agencies Only: Send with invoice; payment will be made within 60 days.

Email the list to: _____.

I will contact the Secretary of State's Office or the _____ County Auditor's Office for payment.

Personal Information Complete all blanks.

Name: _____ Daytime Phone: (____) _____

Address: _____

Intended Use of List: _____

Information from voter registration records can **only** be used:

- To request a registrant's vote at an election,
- For a genuine political purpose,
- For bona fide political research, or
- For a bona fide official purpose by an elected official.

*I am aware that information from voter registration records may be used lawfully for the reasons listed above. **I understand that using the information for any commercial purpose is a serious misdemeanor under Iowa law.** I agree to pay the cost of the above ordered list upon delivery.*

Signature: _____ **Date:** _____

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Lists are produced as soon as possible after an order is received. It can take up to 14 days to prepare a list. Orders received immediately before major elections may be delayed while preparations for the election are finalized.

Cancel this order if the list cannot be shipped by (date): _____

Send the completed form to:

State Registrar of Voters
Lucas State Office Building, First Floor
Des Moines, IA 50319
Phone: (515) 281-8849 Fax: (515) 281-7142
Email: anita.vangundy@sos.state.ia.us

_____ County Auditor's Office

Phone: _____ Fax: _____
Email: _____

Price for Lists The cost of the lists depends on the order.

Minimum Data Charge	\$10.00	Additional Data Charges *for lists with more than 20,000 records	\$0.50 per 1,000 records
E-mail List	same as Data Charge(s)	Data on CD-ROM	\$3.00 + Data Charge(s)
Paper List (30 names per page)	\$0.10 per page + Data Charge(s)	Labels (30 labels per sheet)	\$0.40 per sheet + Data Charge(s)