Voter Registration Card Processing

Voter Registration Card (VRC) arrives at Elections Office via in-person, mail or third party. → Each card is examined for verifying information and required content. (ARM 44.3.2005) → Voter Registration Card is either accepted or rejected.
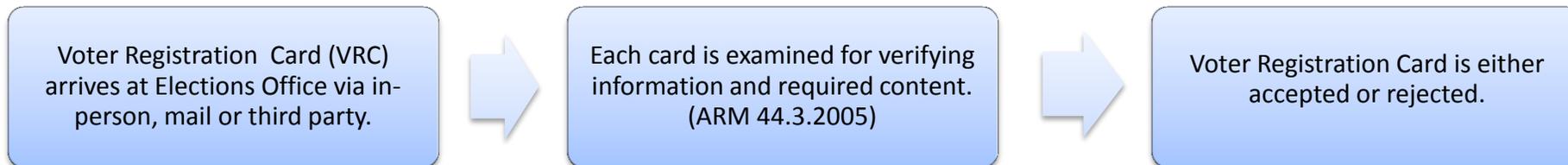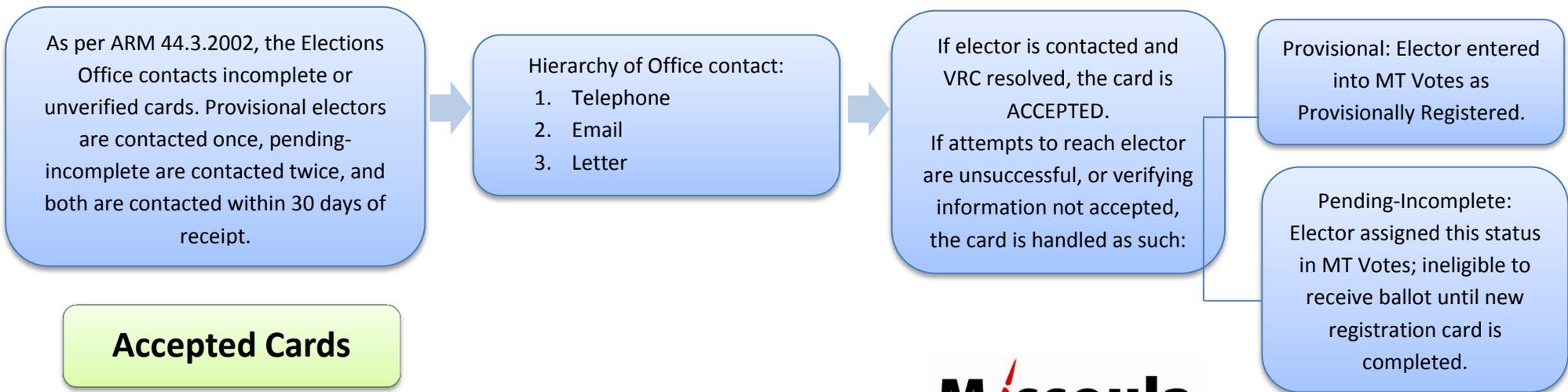
Rejected Cards

- **Provisional Electors** - If information provided cannot be verified (ARM 44.3.2002), the elector will be "provisionally registered" pending receipt and verification of verifying information. Example: Driver's license or social security number cannot be verified through State database.
- **Pending-Incomplete Electors** - If voter registration card is incomplete and/or missing required information (ARM 44.3.2005), the voter will be entered as "pending-incomplete" until required information is provided. Example: Missing birthdate; no signature; unchecked boxes.

As per ARM 44.3.2002, the Elections Office contacts incomplete or unverified cards. Provisional electors are contacted once, pending-incomplete are contacted twice, and both are contacted within 30 days of receipt. →

Hierarchy of Office contact:
1. Telephone
2. Email
3. Letter

→ If elector is contacted and VRC resolved, the card is ACCEPTED.
If attempts to reach elector are unsuccessful, or verifying information not accepted, the card is handled as such:

Provisional: Elector entered into MT Votes as Provisionally Registered.

Pending-Incomplete: Elector assigned this status in MT Votes; ineligible to receive ballot until new registration card is completed.

Accepted Cards

- Accepted cards are scanned into MT Votes in batches of 25.
- Voter Registration information is entered for each respective card.
- The physical card is then filed and becomes permanent office record.
- Within 30 business days, elector receives mailed voter registration card.

Missoula VOTES
MISSOULA COUNTY ELECTIONS OFFICE