

## Voter Registration

- I. Each time a participant reports a change of address, and at each certification appointment, applicants must be asked if they are registered to vote at their current address. They must be offered a voter registration form if they are not.
- II. In the Voter Registration screen, record the applicant or participant's response to the question, "Are you registered to vote where you currently live?"
  - a. If the client responds "No", ask if they would like a voter registration form.
    - i. Do not try to influence the client's decision whether or not to register to vote.
    - ii. Make sure the client understands that their eligibility for WIC benefits is not affected by their decision to register to vote or not, nor by their citizenship status.
  - b. Answer "Yes" to the second question, "Was a voter registration form completed today?" if the client received a voter registration form from WIC today.
  - c. Answer "No" to the second question if the client was already registered to vote or was not interested in registering.
- III. For those who do wish to register to vote,
  - a. Hand them the *State of Utah Mail-in Voter Registration Form*. This form is available from the UCI clinic order form.
  - b. Explain that the form can be mailed or hand delivered to the local county clerk's office at the address on the back of the form.
  - c. If the client would like assistance in completing the form, WIC staff should assist them. Do not try to influence the client's political party affiliation.
  - d. If the client would like to leave the completed form with the clinic for submission to the county clerk instead of mailing it personally, the clinic should collect the form. Any completed forms should be gathered and secured. Forms must be mailed to the appropriate County Clerk at least monthly. All voter registration forms that have been collected must be mailed before the registration deadline 30 days before the next election.