



UPDATED April 8, 2016

ELECTION DIRECTIVE

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#03-07

TOPIC: HANDLING MAIL BALLOT INACTIVE ELECTORS AND LATE REGISTRANTS

Procedures for Handling Inactive Electors in Mail Ballot Elections

1. Inactive electors are not automatically sent mail ballots; they must reactivate under the procedures below in order to receive ballots in a mail ballot election.
2. If an inactive elector requests a ballot, or mails in or brings in a voter registration form (or other document listing the elector's current residence address) **before** the ballots are mailed, change their status in MT Votes to "Active" and send the person a ballot along with the rest of the mail ballots.
3. If an inactive elector requests a ballot, or mails in or brings in a voter registration form (or other document listing the elector's current residence address) **after** the day on which you mailed your ballots, change their status in MT Votes to "Active" and provide them with a ballot in person or by mail.

You do not need to have them fill out a Replacement/Late Ballot Request since they, by following 13-2-222, MCA, are activating their registration and are therefore automatically eligible for a ballot. You may wish to keep a record of the issuance of ballots to reactivated electors in case you receive requests for this information.

4. In MT Votes, after you have activated the elector, the system will automatically put this voter into an Active/Prepared status. You can issue the ballot from Election Management or from Elections > Issue Ballot..

Procedures for Handling Late Registrants in Mail Ballot Elections

5. By law, a late registrant must come into your office if the individual wishes to register after the close of regular registration. If a late registrant comes in to register, enter them in the system and follow the procedures in 13-19-207(2)(b)(ii) (before ballots are mailed); 13-19-303(2)(b)(ii), MCA (after ballots are mailed); or 13-19-207(2)(d) (on election day).

6. For transfer late registrants on election day who are registered in another county or precinct, issue them a provisional ballot using the MT Votes Provisional Module, and consult the Provisional Module in MT Votes after the election in order to determine whether they voted in the other county or in the other precinct. If they did not vote in the other county or precinct, the ballot can be treated as a regular ballot. If they did vote in the other county or precinct, notify this office and your county attorney immediately.

A late transfer registrant can be moved even if a ballot has been issued in the previous county or precinct, as long as the issued ballot is voided in MT Votes before the move is made. DO NOT create a duplicate voter.

7. A late registrant who is not tracked in the provisional ballot module (#6) must be given an Absentee Type of Election Specific, unless otherwise requested by the voter.
8. All Late Registrants must be given a Vote Eligible date of the Sunday before the close of regular registration.