

# Voter and Election Data Request Form

Clallam County Elections Division  
 223 E 4th St, Room 042, Port Angeles, WA 98362  
 Tel: (360) 417-2221 Email: elections@co.clallam.wa.us  
 Fax: (360) 417-2312 www.clallam.net/elections

## 1. Print your contact information

Name: \_\_\_\_\_ Candidate/Campaign: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Day Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Elections staff will not disperse political advice or strategy. We will do our best to provide you with any information we have using the options available below. It is the responsibility of the requester to know how to use the data in the format provided.

## 2. What are you interested in obtaining? (See Report Descriptions on page 2 for more information.)

Option 1	<input type="checkbox"/> <b>Active voter list / no history</b> By Household: <input type="checkbox"/> Yes <input type="checkbox"/> No	Jurisdiction	or Specify Precinct(s)
Option 2	<input type="checkbox"/> <b>Active voter list / with history</b> <i>(not available by household)</i> <input type="checkbox"/> Election last voted in _____ <input type="checkbox"/> List specific elections _____	Jurisdiction	or Specify Precinct(s)
Option 3	<input type="checkbox"/> <b>Walking List</b>	Jurisdiction	or Specify Precinct(s)
Option 4	<input type="checkbox"/> <b>Matchback Data</b> (Daily Ballot Returns) <i>(Email Only)</i>	Jurisdiction	

## 3. What format would you like your data in, if applicable?

Excel  Tab delimited text file

## 4. How do you want your data delivered? (See page 3 for full information on prices.)

Email (no charge)  Paper list (\$0.15 per page)  Labels (\$0.15 per page) *(see payment options)*

## 5. Acknowledge and finalize your request

**Electronic orders are not processed until payment is received.** Electronic orders not paid for within 5 days will be canceled.  
 The Auditor shall furnish copies of voter data as allowed in RCW 29A.08.720. Such data shall be used for political purposes only. See RCW29A.08.740 (page 2) for violations of use.

### TERMS OF USE

By signing below, I acknowledge and agree to the following terms:

- I certify that voter registration data or any alterations thereof will not be used for any commercial or non-political purpose.
- I shall exercise due care in the responsibility of securing this data and shall take precautions to prevent its misuse.
- I am jointly and severally liable for damages incurred from any misuse of this data in my possession or from my distribution.
- I have read and understand RCW sections 29A.08.720 and 29A.08.740 (see page 2).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

OFFICE USE ONLY	Date Received _____	Base Cost _____	Initials _____
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Report Descriptions	
Options 1 & 2	<b>Voter List</b> includes data such as voter ID number, voter name, residential and mailing addresses, precinct, registration date and elections voted. Voter lists can be requested county-wide or for a specific district.
Option 3	<b>Walking List</b> is a specific report that comes in Adobe PDF format only. It can be requested for a specific district and is ordered by precinct and street address. This report is primarily used by candidates to "walk the district".
Option 4	<b>Matchback Data</b> is a list of voters that have been mailed ballots and information about whether or not their ballot has been returned. Fields include voter ID number, issue date, return date, and precinct. Matchback files are available beginning fifteen days prior to the election and ending on Certification Day.

Data is current at the time the report is ran and is subject to change based on normal voter registration and election activities.

## Legal limits on the availability and use of voter registration data

### RCW 29A.08.720

#### Registration, voting records – As public records – Information furnished – Restrictions, confidentiality.

(1) In the case of voter registration records received through the health benefit exchange, the department of licensing, or an agency designated under RCW 29A.08.310, the identity of the office or agency at which any particular individual registered to vote must be used only for voter registration purposes, is not available for public inspection, and shall not be disclosed to the public. Any record of a particular individual's choice not to register to vote at an office of the department of licensing or a state agency designated under RCW 29A.08.310 is not available for public inspection and any information regarding such a choice by a particular individual shall not be disclosed to the public. Information that is otherwise disclosable under this chapter cannot be disclosed on the future voter until the person reaches eighteen years of age, except for the purpose of processing and delivering ballots.

(2)(a) Subject to the restrictions of RCW 29A.08.710 and 40.24.060, and (b) of this subsection, precinct lists and current lists of registered voters are public records and must be made available for public inspection and copying under such reasonable rules and regulations as the county auditor or secretary of state may prescribe. The county auditor or secretary of state shall promptly furnish current lists of registered voters in his or her possession, at actual reproduction cost, to any person requesting such information. The lists shall not be used for the purpose of mailing or delivering any advertisement or offer for any property, establishment, organization, product, or service or for the purpose of mailing or delivering any solicitation for money, services, or anything of value. However, the lists and labels may be used for any political purpose. The county auditor or secretary of state must provide a copy of RCW 29A.08.740 to the person requesting the material that is released under this section.

(b) The personally identifiable information of individuals who are under the age of eighteen are exempt from public inspection and copying until the subject of the record is eighteen years of age, except for the purpose of processing and delivering ballots.

(3) For the purposes of this section, "political purpose" means a purpose concerned with the support of or opposition to any candidate for any partisan or nonpartisan office or concerned with the support of or opposition to any ballot proposition or issue. "Political purpose" includes, but is not limited to, such activities as the advertising for or against any candidate or ballot measure or the solicitation of financial support.

### RCW 29A.08.740

#### Violations of restricted use of registered voter data – Penalties – Liabilities.

(1) Any person who uses registered voter data furnished under RCW 29A.08.720 for the purpose of mailing or delivering any advertisement or offer for any property, establishment, organization, product, or service or for the purpose of mailing or delivering any solicitation for money, services, or anything of value is guilty of a class C felony punishable by imprisonment in a state correctional facility for a period of not more than five years or a fine of not more than ten thousand dollars or both such fine and imprisonment, and is liable to each person provided such advertisement or solicitation, without the person's consent, for the nuisance value of such person having to dispose of it, which value is herein established at five dollars for each item mailed or delivered to the person's residence. However, a person who mails or delivers any advertisement, offer, or solicitation for a political purpose is not liable under this section unless the person is liable under subsection (2) of this section. For purposes of this subsection, two or more attached papers or sheets or two or more papers that are enclosed in the same envelope or container or are folded together are one item. Merely having a mailbox or other receptacle for mail on or near the person's residence is not an indication that the person consented to receive the advertisement or solicitation. A class action may be brought to recover damages under this section, and the court may award a reasonable attorney's fee to any party recovering damages under this section.

(2) Each person furnished data under RCW 29A.08.720 shall take reasonable precautions designed to assure that the data is not used for the purpose of mailing or delivering any advertisement or offer for any property, establishment, organization, product, or service or for the purpose of mailing or delivering any solicitation for money, services, or anything of value. However, the data may be used for any political purpose. Where failure to exercise due care in carrying out this responsibility results in the data being used for such purposes, then such person is jointly and severally liable for damages under subsection (1) of this section along with any other person liable under subsection

(1) of this section for the misuse of such data.

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## Clallam County Elections Department

### Voter Data Pricing Chart

#### Prices for lists and labels

Information on registered voters is available on paper printouts and laser labels. When requesting information, please complete the form available from the Elections Department. All services must be paid in advance. Lists and labels of voters obtained shall be used for political purposes only, and cannot be used for commercial purposes (RCW 29A.08.720).

<b>Printed listings</b>	<b>\$0.15 per page</b>
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Lists of voters are available by precinct or district. Information may be sorted by name, address, precinct, or district.

<b>Printed labels</b>	<b>\$0.15 per page</b>
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<b>Printed copies</b>	<b>\$0.15 per page</b>
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Election results, lists, reports, etc.

<b>Matchback data</b>	<b>No fee</b>
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“Matchback” files are available beginning fifteen days prior to the election and ending on Certification Day.

<b>Electronic file transfers (Email)</b>	<b>No fee</b>
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#### Payment options:

Cash, money orders, cashier's check, or debit/credit cards (credit card processing fees will be added) are accepted at this time. Personal checks are not accepted.

For further inquiries on voter and election data and pricing, please contact the Elections Division.

**Tel:** (360) 417-2221      **Email:** [elections@co.clallam.wa.us](mailto:elections@co.clallam.wa.us)

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