

South Dakota Voter Registration File—Data Request Form

Please Note: If you are purchasing a **county, legislative, school, municipality or any other type of list**, please contact the **county auditor** in that jurisdiction for that list.

❖ If you are **purchasing a statewide list** email, mail or fax this form to: elections@state.sd.us;
South Dakota Secretary of State, Attention: Elections, 500 East Capitol, Ste 204, Pierre, SD 57501;
phone 605-773-3537 or fax 605-773-6580

****If you are paying by check, please make payable to SD Secretary of State for ALL purchases****

Name _____ Phone # _____

Email _____ Business or Organization Name _____

Mailing address _____ City _____ State _____ Zip _____

Pursuant to SDCL 12-4-39, the fees for voter lists are as follows:

12-4-39. Promulgation of rules.

The secretary of state shall promulgate rules, pursuant to chapter [1-26](#), providing for:

- (1) The establishment and maintenance of the statewide voter registration file;
- (2) The transmission of the voter registration information from the county auditor to the secretary of state;
- (3) The identification of duplicate voter registration;
- (4) The publishing of the information from the statewide voter registration file; and
- (5) The establishment of fees for information provided from the statewide voter registration file not to exceed:
 - (a) One thousand dollars per paper copy of a list of the registered voters in the state;
 - (b) One hundred dollars per paper copy of a list of the registered voters in a legislative district;
 - (c) Fifty dollars per paper copy of a list of registered voters in a county or other political subdivision;
 - (d) One hundred dollars per paper copy of an updated partial list that contains only changes made to the list of the registered voters in the state within a year of the purchase of the complete list;
 - (e) Seventy-five dollars per paper copy of an updated partial list that contains only changes made to the list of the registered voters in a legislative district, county, or other political subdivision, within a year of the purchase of the complete list; and
 - (f) Two hundred twenty-five dollars for an electronic data file containing a list of the registered voters in the state.

The South Dakota Secretary of State's Office will hold an administrative rules hearing on August 12, 2025, to review and discuss proposed changes to the cost structure for voter file lists.

Is this request for an update of a file purchased within the past year? ☐ Yes ☐ No

- **If you marked YES**, you do not need to make any additional selections below. Please sign, date the form on page 2 and return to the Secretary of State or the County Auditor where you originally purchased the file.

Would you like **Voter History**: ☐ Yes ☐ No

You must choose ONE jurisdiction below:

- ☐ **Statewide**
- ☐ **City (list city)** _____
- ☐ **Legislative District (list number)** _____
- ☐ **Township (list township)** _____
- ☐ **County (list county)** _____
- ☐ **Other (please list)** _____
- ☐ **County Commissioner District**
(list district #) _____

If you would like to **limit the data** you receive, choose the limits below:

- ☐ **Active** ☐ **Inactive** ☐ **Political Party** _____ ☐ **Precinct** _____

Please list the name of candidate, ballot question or party committee utilizing the voter registration file:

12-4-9. Master registration file--Contents--Public inspection--Limitations--Availability.

The county auditor shall maintain and safeguard a digital master registration file that contains:

- (1) The information from the voter registration card of each individual registered to vote in the county;
- (2) The date of the last election at which the individual has voted;
- (3) The date when the individual's voter information was last updated; and
- (4) Any application made by an individual to vote by absentee ballot, including:
 - (a) The mailing address listed on the absentee ballot application form;
 - (b) The absentee ballot requested on the application;
 - (c) The date the absentee ballot was requested;
 - (d) The date that the absentee ballot was returned; and
 - (e) The method of absentee voting employed by the individual.

The master registration file must be open to public inspection, free of charge. An individual's social security number, driver license number, South Dakota nondriver identification number, or month and day of birth is not open to public inspection.

The county auditor shall produce a record of all the information contained in the master registration file the day before any primary or general election scheduled within the county by 11:59 p.m. The county auditor shall maintain a rolling five-year archive of historical information from the master registration file.

The county auditor shall keep a voter registration form for a purged or unregistered voter twenty-two months. No purged or unregistered voter may be included in the master registration file.

12-4-41. Limited use of voter registration information--Exclusions--Penalty.

Any information obtained from the statewide voter registration file or any county voter registration file may not be sold, may not be used for any commercial purpose, and may not be placed for unrestricted access on the internet.

For the purposes of this section, "commercial purpose" does not include campaign or political polling activities.

For the purposes of this section, "sold" does not include any fee charged by the secretary of state for a paper copy of a list of registered voters, as provided in § 12-4-39.

Any violation of this section is a Class 1 misdemeanor. In addition to any criminal sanctions, the court may impose a civil penalty not to exceed two thousand dollars for each violation. Any civil penalty collected pursuant to this section must be deposited in the general fund.

In accordance with SDCL 12-4-41, above, I understand that the voter registration data obtained from the statewide voter registration database may not be used or sold for any commercial purpose and may not be placed for unrestricted access on the Internet. I understand that violation of this state law will result in a criminal offense and civil penalty.

DATE: _____ **Signature:** _____ (no electronic signature font)