CHAPTER 5:02:03

FORMS FOR REGISTRATION

Section

5:02:03:00 Repealed.

5:02:03:01 Voter registration form.

5:02:03:01.01 to 5:02:03:11 Repealed.

5:02:03:12 Agency voter registration instructions.

5:02:03:13 Voter registration instructions.

5:02:03:14 Acknowledgement notice for invalid or incomplete voter registration applications.

5:02:03:15 Acknowledgement notice for valid voter registrations.

5:02:03:16 Confirmation mailing notice.

5:02:03:17 Retention of confirmation mailing notice records.

5:02:03:18 Voter registration statistics.

5:02:03:19 Voter registration address verification notice.

5:02:03:20 Potential duplicate notice.

5:02:03:21 or social security number. Statement by person registering without a driver license

5:02:03:22 license records. Parameters for voter registration verification with driver

5:02:03:23 security administration records. Parameters for voter registration verification with social

5:02:03:24 Notice to removed felons.

5:02:03:25 form. Adult children of overseas citizens voter registration
5:02:03:25. Adult children of overseas citizens voter registration form. The adult children of overseas citizens voter registration form, as approved by the secretary of state, shall contain the following fields:

(1) Name, address, contact information, and personal data;

(2) Party affiliation;

(2) Voter eligibility requirements;

(3) Affirmation of eligibility and identification information; and

(4) Previous South Dakota residency information.

General Authority: SDCL 12-1-9(1)(4).

Law Implemented: SDCL 12-4-3, 12-4-4.4, 12-4-4.11 12-4-5.4, 12-4-6, 12-4-8, 12-4-18.
5:02:03:01. Voter registration form. The voter registration form shall be legibly printed. It is recommended that the form be printed on 90-pound index stock 5 inches wide by 10.5 inches tall and horizontally perforated 7 inches from the top and scored for folding 3.5 inches from the top. The voter registration form shall contain the following information, as approved by the secretary of state, shall contain the following fields:

(1) Name, address, contact information, and personal data;

(2) Party affiliation;

(3) Voter eligibility requirements;

(4) Affirmation of eligibility and identification information; and

(5) Previous voter registration information.

South Dakota Voter Registration

Are you a citizen of the United States of America? □ Yes □ No

Will you be 18 years of age on or before election day? □ Yes □ No

If you checked 'no' in response to either of these questions, do not complete this form.

VOTER REGISTRATION for ________________ County, SD

Name
________________________________________________________________________

                          __________________________________________________________

_______ (Last) ____________________________ (First) ____________________________

_______ (Middle) 

Residence Address
________________________________________________________________________
Mailing Address (if different)
_______________________________________________________

If residence address is a post office box, rural box, or general delivery, you must give the location of your residence:
________________________________________________________________
____________________________________________________________________

Print previous name, if changed:
____________________________________________________

South Dakota driver license number required: _____________________
(if you do not have a valid South Dakota driver license, you must give the last four numbers of your social security number): ________

Please register me as a member of the _________________ Party.

Birth Date Required: _____________ Phone Number: ______________

I declare, under penalty of perjury (2 years imprisonment and $4,000 fine), that: I am a citizen of the United States; I actually live at and have no present intention of leaving the above address; I will be 18 on or before the next election; I have not been judged mentally incompetent; and I am not currently serving a sentence for a felony conviction which included imprisonment, served or suspended, in an adult penitentiary system. I authorize cancellation of my previous registration as written below.

Dated ______________________ Voter Signature
____________________________________

For county auditor's office use only:

______ ______ _______ _______ _______  ________ __________
Ward  Precinct  Water Dist  Leg Dist  Comm Dist  Township  School Dist  
Other

(perforated)

Previous Voter Registration Information Required

I wish to be registered as shown above. I was last registered with the following name and address which will be canceled:

Name __________________________________________________

Previous Address _________________________________________

City _____________________ State __________ Zip ____________

County ______________________  Birth Date: ________________

Driver license number: ______________

Dated ____________ Voter Signature ________________________

If the form is printed on index stock, on the reverse of the form above the score must be the following:

____________________________ County Auditor

________________________________________

________________________, SD  57___________
An alternative voter registration form may be printed on an 8.5 inch wide by 11 inch tall paper in the following format:

**Voter Registration Application for _________________ County**

Use this form to: Register to vote or report a name, address, or party change.

Please print. Complete entire form. Return this form to your county auditor.

The deadline for registration is 15 days before any election. Your form must be received by the auditor by this deadline if you are to vote in the next election. Within 15 days you will receive a notice of your registration. If you do not, contact your county auditor. Any private person or entity registering voters is required to provide you with their contact information.

Are you a citizen of the United States of America? □ Yes □ No

Will you be 18 years of age on or before election day? □ Yes □ No

If you checked 'no' in response to either of these questions, do not complete this form.

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle</th>
<th>Circle one:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>Jr–Sr–II</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>III–IV</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Residence Address</th>
<th>Apt or Lot #</th>
<th>City/Town</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address (if different)</td>
<td>City/Town</td>
<td>State</td>
<td>Zip</td>
<td></td>
</tr>
</tbody>
</table>

If residence address is a post office box, rural box, or general delivery, you must give the location of your residence:

Print previous name, if changed:
South Dakota Driver License Number Required:

(if you do not have a valid South Dakota driver license, you must give the last four numbers of your social security number)

<table>
<thead>
<tr>
<th>Birth Date Required:</th>
<th>Phone Number:</th>
</tr>
</thead>
</table>

Please register me as a member of the ___________________ Party.

I declare, under penalty of perjury (2 years imprisonment and $4,000 fine), that:

* I am a citizen of the United States;

* I actually live at and have no present intention of leaving the above address;

* I will be 18 on or before the next election;

* I have not been judged mentally incompetent;

* I am not currently serving a sentence for a felony conviction which included imprisonment, served or suspended, in an adult penitentiary system.

* I authorize cancellation of my previous registration as written below.

Dated _____/____/____.

Voter Signature:

For county auditor's office use only:

_______      _______    ________________      ______     _________________   __________     ______     ______

Ward           Precinct     Water           Leg           Comm                           Township         School      Other

Previous Voter Registration Information Required

I wish to be registered as shown above. I was last registered with the following name and address which will be cancelled:

<table>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Previous Address</th>
<th>City/Town</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>County:</th>
<th>Birth Date:</th>
<th>Driver's license number</th>
</tr>
</thead>
</table>

Dated _____/____/____

Voter Signature:

Voter registration cards signed prior to January 1, 2009, may be on the form in effect July 17, 2008.

General Authority: SDCL 12-1-9(1)(4).

Law Implemented: SDCL 12-4-3, 12-4-5.4, 12-4-6, 12-4-8.
CHAPTER 5:02:10

ABSENTEE VOTING

Section

5:02:10:01 Application for absentee ballot.

5:02:10:01.01 Receipt for absentee ballot.

5:02:10:01.02 Guidelines for acceptance of facsimile absentee ballot applications from UOCAVA voters.

5:02:10:01.03 Combined absentee ballot application/return envelope.

5:02:10:01.04 Military and overseas voters absentee ballot application for electronic access. Repealed.

5:02:10:02 Envelope for transmitting ballot application to superintendent of elections.

5:02:10:03 Envelope for sending ballots to voter.

5:02:10:04 Instructions to absentee voters.

5:02:10:05 Official return envelope for ballots used in voting.

5:02:10:06 Official record of absentee ballots delivered to voters.

5:02:10:07 Repealed.

5:02:10:08 Envelopes for use with voting service and overseas ballots.
5:02:10:01.04. Military and overseas voters absentee ballot application for electronic access. The application for electronic access to an absentee ballot by a military or overseas voter must be in the following form:

MILITARY AND OVERSEAS VOTERS ABSENTEE BALLOT APPLICATION

_______________________ COUNTY, SOUTH DAKOTA

REQUEST FOR ELECTRONIC ACCESS

As a military or overseas voter, you may apply for electronic access to your absentee ballot before 3:00 p.m. on Election Day for any or all primary, general, or special elections conducted by your county in this calendar year with one request. Additional information on absentee voting is available at [www.sdsos.gov](http://www.sdsos.gov).

Check the election(s) for which you are requesting an absentee ballot:

- [ ] Primary
  - If you are registered as an independent and are requesting a primary ballot, you may have a choice of ballots. Please check one of the following:
    - [ ] Non-Political ballot
    - [ ] Democratic Party ballot

- [ ] General

- [ ] Special ___________________

- [ ] If any other election is conducted by this jurisdiction (specify jurisdiction ____________) this calendar year, I request an absentee ballot for that election.

Are you in the Military or Uniformed Services, a Spouse or Dependent of the same, or an Overseas Citizen?  Yes [ ] No [ ]

(If you answer "No", do not proceed with the Military and Overseas Voters Absentee Ballot Application. Complete the Application for Absentee Ballot.)

Are you currently living in the United States?  Yes [ ] No [ ]

My printed name as it appears on the voter registration list is:

____________________________
My voter registration address is: _____________________________
_____________________________________________________
                        Address       City
________________________________________________________________________
                   Street Address or PO Box   City   State   Zip
                   Country

Contact phone number: __________________________

NOTE: As a military or overseas voter, you may submit your signed application for absentee ballot by fax or email. County Auditor contact information is available at www.sdsos.gov. A new absentee ballot application must be submitted for each calendar year, with the elections for which an absentee ballot is requested being indicated.

Stateside military voters are **required** to submit a photocopy of their ID (listed below) with their absentee ballot application. The ID requirement is waived only for overseas voters, which includes overseas military and overseas citizens. Should notarization of the stateside military voter's signature be easier to obtain than a photocopy of the ID, a notarized absentee ballot application may be submitted. The notarization on the absentee
ballot application can be administered by any commissioned officer in the military service of the United States, as per SDCL 18-3-2.

An acceptable ID is: ● A South Dakota driver's license or non-driver ID card ● A passport or other picture ID issued by the United States government ● A tribal photo ID ● A current student photo ID issued by a South Dakota high school or postsecondary education institution.

I hereby verify that I am the person named above and these statements made by me on this application are true and correct ________________

__________________________________________Voter Signature

Sworn to before me this _____ day of ____________, 20_____.

(Seal) ______________________________________

__________________________________________Signature of Officer Administering Oath

My Commission Expires ________________

__________________________________________

__________________________________________Title of Officer Administering Oath

Date Ballot Returned ________________

Source: 36 SDR 209, effective June 30, 2010.


5:02:10:01. Application for absentee ballot. The application for an absentee ballot must be in the following form, as approved by the secretary of state, shall contain the following fields:

1. Name and address as it appears on voter registration list;
2. US Mail or electronic mail address for delivery of absentee ballot;
3. List of elections the voter wishes to receive ballots for;
4. Notary public information, including seal;
5. Oath verifying the validity of the information contained in the application or request;
6. Signature and title of officer administering oath;
7. Uniformed and Overseas Citizens Absentee Voting Act eligibility information; and
8. Authorized messenger information.

APPLICATION FOR ABSENTEE BALLOT

_______________ COUNTY, SOUTH DAKOTA

You may apply for an absentee ballot before 3:00 p.m. on election day for any or all primary, general, or special elections conducted by your county in this calendar year with one request. However, you must make a separate request for municipal elections and another for school elections. Additional information on absentee voting is available at www.sdsos.gov.

Check the election(s) for which you are requesting an absentee ballot:

G Primary—If you are registered as an independent and are requesting a primary ballot, you may have a choice of ballots. Please check one of the following: G Non-political ballot or G Democratic Party ballot

G General

G Municipal
G—School

G—Special ______________________________ (specify jurisdiction)

G—If any other election is conducted by this jurisdiction this calendar year, I request an absentee ballot for that election.

If request is for a municipal or school election:

I have lived in that jurisdiction at least 30 days in the last year. Yes □ No □

I am a full-time postsecondary student who resided in that jurisdiction immediately prior to leaving for postsecondary education. Yes □ No □

I am on active duty military and my home of record is in that jurisdiction. Yes □ No □

Are you in the Military or Uniformed Services, a Spouse or Dependent of the same, or an Overseas Citizen? Yes □ No □

Are you currently living in the United States? Yes □ No □

My printed name as it appears on the voter registration list is: ______________________________

My voter registration residence address is: ______________________________

_________________________________________ Address _____________ City

Mail my ballot to the following address

_________________________________________ Street Address or PO Box _____________ City _____________ State _____________ Zip
Daytime phone number: ___________________

NOTE: The voter's signature must be witnessed by a notary public or other officer authorized to administer an oath. If the signature is not witnessed, this application must be accompanied by a copy of the voter's valid ID. If you are living outside the United States, these requirements do not apply.

An acceptable ID is: ● A South Dakota driver's license or non-driver ID card ● A passport or other picture ID issued by the United States government ● A tribal photo ID ● A current student photo ID issued by a South Dakota high school or postsecondary education institution.

I hereby verify that I am the person named above and these statements made by me on this application are true and correct _______________________________________

__________________________________ Voter Signature

Sworn to before me this _____ day of ______________, 20____.

___________(Seal)________________________________________

________________________________________ Signature ______ of _____ Officer Administering Oath

My Commission Expires __________________________

____________________________________________

____________________________________________ Title of Officer Administering Oath

AUTHORIZED MESSENGER REQUEST ONLY

I authorize _______________________ to serve as my authorized messenger to pick up my absentee ballot. I further certify under penalty of law that I am confined because of
sickness or disability and for this reason alone am unable to vote at my polling place on
Election Day.

______________________________________________
Signature of voter

THE AUTHORIZED MESSENGER MUST COMPLETE THE FOLLOWING:

Name: _____________________________________ Phone: ______________________

Address: __________________________________________________________________

Are you serving as an authorized messenger for any other voter?   Yes □ No □

I acknowledge receipt of the ballot for the above named voter on ______________ at
________ m.

________________________________________________ Date
Time

Date Ballot Returned: __________________________

______________________________________________

______________________________________________ Signature of Authorized
Messenger

Source: 2 SDR 46, effective December 30, 1975; 6 SDR 25, effective September
24, 1979; 8 SDR 24, effective September 16, 1981; 10 SDR 27, effective September 26,
1983; 16 SDR 20, effective August 10, 1989; 16 SDR 203, effective May 28, 1990; 19
SDR 12, effective August 5, 1992; 21 SDR 77, effective October 24, 1994; 23 SDR 115,
effective January 22, 1997; 23 SDR 236, effective July 17, 1997; 25 SDR 8, effective
August 3, 1998; 25 SDR 167, effective July 6, 1999; 29 SDR 177, effective July 2, 2003;
32 SDR 109, effective December 26, 2005; 32 SDR 225, effective July 3, 2006; 36 SDR


13-7-4.2.
Electronic Pollbook Security

5:02:17:14. **Electronic pollbook security.** The pollbook file containing active and inactive registered voter names, numbers, and ballot types and other voter information for an electronic pollbook must be located in the electronic pollbook. The electronic pollbook file may not only be located on a network drive or removable drive if password protected. The electronic pollbook may not shall be connected to a secure the internet or intranet connection.

A An electronic pollbook file shall be password protected. The password shall be provided only to the precinct superintendent and person in charge of the election who may not divulge the password to any other person.

No person, other than the election worker precinct election official assigned to operate the electronic pollbook, may be allowed to enter any information into the electronic pollbook.

Following the completion of the recapitulation sheet at the close of the polls, the electronic pollbook file shall be immediately closed so that it is password protected.

The electronic pollbook file may not be reopened prior to the official canvass. If the board of canvassers examines the electronic pollbook file, the board must check the "properties" audit trail of the electronic pollbook file prior to opening the file to determine that the file has not been accessed since the close of the polls.
Source: 35 SDR 306, effective July 1, 2009.
General Authority: SDCL 12-1-9(4).