

Dear [NAME]:

You are receiving this letter because of certain information you provided on your voter registration application. Please answer the following questions regarding your voter registration application. The deadline for registration is eleven days before all elections except for special elections that are called by the Governor, Speaker of the House of Delegates, or President pro tempore of the Senate, which is shorter. If this information is not returned to the office of the general registrar by the applicable deadline for the election in which you would like to vote, your voter registration application will be denied. You may either appeal the denial to the circuit court or reapply providing complete information any time before the next applicable registration deadline.

**PART 1**

On your application, the following information prompted further questions:

- ☐ (a) Your application contains a mailing address in a different county, city, or state from your residential address. **Please answer the questions in Part 2 and confirm your residential address and mailing address:**

Residential address: \_\_\_\_\_

\_\_\_\_\_

Mailing address: \_\_\_\_\_

\_\_\_\_\_

- ☐ (b) Your application provides a residential address that cannot receive mail, or from which mail sent by the registrar's office is returned. **Please provide a new mailing address:**

Mailing address: \_\_\_\_\_

\_\_\_\_\_

- ☐ (c) Your application lists an address that is identified in the voter database as a temporary type of dwelling. Temporary addresses are identified to include, but not necessarily are limited to hotels, motels, motor homes, hospitals and other short term medical care facilities, houseboats, campgrounds or other facilities that have durational restrictions, such as a 30 day limitation, or any other transient addresses that typically are not considered as a permanent residence address. Temporary addresses do not, however, include apartments or other facilities, such as dormitories, that provide by leases or other rental agreements for duration of at least six months. **Please answer the questions in Part 2.**

- ☐ (d) Your applications lists a residential address that is a commercial, industrial or other building that is not normally used for residential purposes, or other non-traditional residential address. **Please explain below.**

\_\_\_\_\_

\_\_\_\_\_

- ☐ (e) Your application causes a conflict with another existing voter in the statewide, voter registration system, such as a duplication of the social security number with an existing voter. **Please explain below.**

\_\_\_\_\_

\_\_\_\_\_

- ☐ (f) Other: \_\_\_\_\_

\_\_\_\_\_

**PART 2**

(Only required for issues (a) and (c) above.)

In order to process your voter registration application, please answer the following questions:

**1. Are you currently registered to vote at an address other than the residence address listed on the application?**

(Circle one) Yes No

If yes, what is that address, and in what county, city, or state is that address located?

If yes, do you wish to cancel your registration in that other county, city, or state and register and establish residence in this county or city in Virginia?

(Circle one) Yes No

**2. Do you have a specific plan to move away from this county or city at a fixed date in the future?**

(Circle one) Yes No

You may also provide additional information related to your registration application. (Attach additional pages if necessary)

Sincerely,

General Registrar, [LOCALITY]

**Applicant's Statement: I swear/affirm, under felony penalty for making willfully false material statements or entries, that the information provided on this form is true, and is intended to supplement the information provided on the voter registration application. Knowingly giving any untrue information in this document is a felony under Virginia law. The maximum penalty is a fine of \$2500 and/or confinement for up to ten years.**

\_\_\_\_\_  
Printed Full Name of Applicant

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Phone Number (Optional)

\_\_\_\_\_  
Email Address (Optional)