

Voter Registration Lists and Files

Voter registration lists and files are available to the public. The files contain the following information: voter name, residence address, mailing address if different, race, gender, registration date and last voting date. Pricing is set by the Secretary of State. Such data may not be used by any person for commercial purposes. (O.C.G.A. §21-2-225c)

Voter Registration Database Pricing Policy Adopted June 17, 2003

- I. Authorizing authority: Pursuant to O.C.G.A. § 21-2-225 (c), the Office of the Secretary of State (OSOS) is directed to establish a cost to be charged for voter registration data.
- II. Historical background: The Georgia Technology Authority (GTA) maintains the mainframe computer system that stores the voter registration database. Previously, the OSOS did not maintain a copy (in the format required by purchasers) of the current voter registration database and any requests for such list or variations thereof were made through the OSOS to GTA. The GTA costs billed to the OSOS associated with the retrieval of this data are significant. Now, to maintain certain on-line voter services, GTA refreshes daily the OSOS copy of voter registration database. In light of the new technology services and to reduce customer costs, the OSOS is revising procedures to service in-house certain customer requests regarding the voter registration database.
- III. Political parties' and bodies' exemption from costs: So that political organizations may provide the information contained within the statewide voter registration database to their candidates and thereby greatly reduce inquiries made to the Election Division, the OSOS shall continue to provide copies of the statewide voter registration database once a month to any state political party or political body at no cost.
- IV. Media outlets exemption from costs: In the spirit and interest of disseminating public information, the OSOS reserves the right to waive costs for bona fide media organizations and their designated outlets.
- V. Statewide voter registration database: The OSOS, through its Information Technology department, currently maintains a copy of the statewide voter list that is current as of the prior business day. Because this information is now available without requesting the information from GTA, we shall provide this information at the substantially reduced rate of \$500.00 per digital copy on CD-ROM.
- Note: Under this new price plan, we shall not provide files "as of" a certain day since "as of" files are not kept by the OSOS. The only database copy retained by the OSOS is the statewide voter registration list which is refreshed each business day. Any "as of" requests shall be processed and charged as a custom voter registration list.
- VI. Custom Voter Registration Lists: A custom voter registration list includes the following types of lists: a list of the registered voters in a particular county, precinct, State or Federal House district, State Senate district, or any other specialized list requiring sorting, filtering, or other manipulation of the statewide list. Pending the development of an automated system for producing these lists from the OSOS copy of the statewide database, we will continue to request these files from GTA on behalf of our customers. The cost to be charged for electronic files shall be based the cost charged to the OSOS by GTA to produce the file.
- VII. Costs and fees charged for paper or electronic data lists: Any and all costs or fees charged for paper or electronic voter registration lists or data files are non-refundable. The sole remedy for non-delivery of or "damaged" voter registration lists or data files is replacement of the original order. Purchaser must provide immediate notification of non-delivery or damage to the original order. Any changes to purchaser's original order will require additional payment pursuant to the Voter Registration Database Pricing Policy. New or alternate files will not be created because an election event has occurred or the data is no longer relevant to the purchaser.

Prior to acceptance and processing of any order, purchaser must remit payment for all charges in the form of a valid check or money order. No other form of payment is accepted. All payments shall be paid to the order of "GA Secretary of State." Purchaser will be assessed a fee of \$40.00 for any returned checks.

Purchaser is responsible for submitting orders with sufficient time for production and shipping of data prior to an election related event. Requests received by 4:00 PM on Friday and confirmed by this office will be processed and shipped via U.S. Postal Mail by close of business on the following Tuesday. The Secretary of State is not responsible for lost shipments or delays by regular U.S. Postal Mail. Expedited shipping and/or tracking is available upon request for an additional fee.

Purchaser is responsible for having any necessary software and computer-related skills necessary to process the electronic data file. Disputes regarding electronic files must be submitted within 5 business days of receiving the CD-Rom. In the unlikely event that a purchaser believes a CD-Rom is unreadable or blank, purchaser must return the CD-Rom to this office prior to filing and processing a claim. Tracking of a returned CD-Rom is suggested, as proof of delivery that the original CD-Rom has been returned to the Secretary of State may be requested in order to process a claim. The sole remedy in any case is replacement of the original order.

File Type	File Size (Number of Voters)	Cost of Electronic File	Cost of Paper File
Statewide Voter File		\$500	
Congressional, State Senate, State House, or Judicial Districts	0 - 10,000	\$60	\$80
	10,001 - 50,000	\$130	\$225
	50,001 - 100,000	\$185	\$450
	100,001 - 200,000	\$360	\$900
	200,000 - 500,000+	\$585	\$1,875
Countywide List of Voters	0 - 10,000	\$40	\$65
	10,001 - 50,000	\$90	\$205
	50,001 - 100,000	\$125	\$375
	100,001 - 200,000	\$180	\$685
	200,000 - 500,000	\$450	\$1,675
Municipal List of Voters	0 - 10,000	\$60	\$80
	10,001 - 50,000	\$130	\$225
	50,001 - 100,000	\$185	\$450
	100,001 - 200,000	\$360	\$900
	200,000 - 500,000	\$585	\$1,875
County, or Municipal District/Precinct	0 - 10,000	\$60	\$80
	10,001 - 50,000	\$130	\$225
	50,001 - 100,000	\$185	\$450
	100,001 - 200,000	\$360	\$900
	200,000 - 500,000	\$585	\$1,875
Special Selection Criteria	0 - 10,000	\$410	\$430
	10,001 - 50,000	\$910	\$1,035
	50,001 - 100,000	\$1,510	\$1,775

[Voter History Files](#) are available for download free of charge. History files are zipped, fixed-length text files organized by election year.

You will need a voter file in order to associate a voter with his/her voter history. The voter and history files both contain the voter registration number, and can be linked on this field.

Paper lists or Electronic files may be ordered through the Office of Secretary of State or your local [county board of registrars](#) office. Statewide voter files must be ordered directly through the Office of Secretary of State. For your convenience we have provided a link to the voter list order form.

- [Voter List Order Form](#) (available in Adobe Acrobat .pdf format)

Mailing Labels are not available through the Office of Secretary of State. If a county provides labels, the pricing is set by the individual county office.

For more information on voter lists/files, please contact the Secretary of State Elections Division at **404-657-5367**

Secretary of State
Elections Division
Suite 1104, West Tower
2 Martin Luther King Jr. Drive S.E.
Atlanta, GA 30334-1505

VOTER LIST ORDER FORM

DATE: _____

Ship to: _____

Shipping Address: _____

**(Please, no
P. O. Boxes)** _____

Email Address _____

Contact Person: _____

Contact Phone _____ Ext: _____

___ **CD ROM** ___ **PAPER LIST**

Check ___ **Money Order** ___ **Check/Money Order Number** _____
Amount _____ **Date Payment Mailed** _____

Access <http://www.sos.state.ga.us/elections/pricing.htm> for payment prices, ect.

Electronic file only includes date last voted for each registered voter. Requested orders are produced during the weekend processing. Payment must be received before request is completed. Contact us at 404-657-5359 or 404-657-5368 or email at electionshelpdesk@sos.state.ga.us. Please make check or money order to Secretary of State. The electronic file is in a text fixed width format. A spreadsheet or a database management software will be needed to process the file.

Description of Order

Warning: In accordance with §21-2-601 of the Georgia Elections Code, any person who uses the list of electors provided for in §21-2-225 for commercial purposes shall be guilty of a misdemeanor

Signature