



Honorable F. Ann Rodriguez

Pima County Recorder

240 N. Stone Avenue

Tucson, Arizona 85701

PHN: (520) 724-4330 FAX: (520) 724-1785 WEB: <http://www.recorder.pima.gov>

Procedures & Fee Schedule
Daily Listing of Early Ballot Requests

Fee Schedule per Pima County Ordinance 2016-10

March 17, 2020
Presidential Preference Election

FEES: A one-time fee payable to Pima County Recorder.

	<u>EARLY BALLOTS</u>	<u>BALLOT RETURNS</u>	<u>TOTAL</u>
<input type="checkbox"/> Democratic Party Voters (Voter Registration Totals As of 1/13/2020 221,585)	<input type="checkbox"/>	<input type="checkbox"/>	\$239.34

To order a daily early ballot request list, you **MUST** adhere to the following procedures:

1. Complete the *Order Form & Contract*. The early ballot request list is available only on the Recorder's secure website. **THE FORM MUST BE FILLED IN COMPLETELY.**
2. A) The first early ballot request list will be available February 13, 2020. You will need to keep checking our website for this information; we do not know the exact time. **PLEASE DO NOT CALL OUR OFFICE** about this information; keep checking our website. Your check and form must be in our office by **5:00 p.m. on Tuesday, February 11, 2020** in order to receive the first list. Make checks payable to *Pima County Recorder*.

B) An e-mail address and fax number must be provided for notification in the case of any changes, etc.
3. All early ballot request lists will be available after 10:00 a.m. commencing on February 13, 2020, and ending on Tuesday, March 17, 2020, excluding Saturdays, Sundays, and holidays. A new list will be produced daily to reflect new requests.



4. If you order the ballot return lists, they will be made available as a separate file beginning on the day after the first returns are processed, some time after 10:00 a.m. We do not have a set date or time for this. We will continue to post ballot returns as they are processed throughout the early voting period. We do not know when we will start to receive ballots back in the mail. It is your responsibility to check our website for this information daily. We will continue posting ballot return data, including those early ballots dropped off at the polling locations on Election Day. Due to this, you will continue to see several ballot return lists posted after Election Day.
5. Only registered Democrats are eligible for this election. The Republican Party has opted out of the election and Independents/Unaffiliated voters are not eligible for the Presidential Preference Election.
6. Confidential voter information will NOT be provided in the early ballot request list or the ballot return list. At the end of the early voting period, a separate file will be posted that contains the number of confidential voters who requested and/or returned an early mail ballot, or voted at an early voting site.
7. Political Action Committees requesting early ballot data must submit a copy of their Statement of Organization on file with the appropriate agency, showing Chairperson's name and signature, with their Order Form and Contract. Please note, it is the Chairperson who must sign the Contract.
8. Please note that the Order Form & Contract is a 3-page document. ***Your order will be rejected if it is not completely filled in, each page initialed at the bottom, signed by the Candidate and notarized. For the Presidential Preference election ONLY, the contract may be signed by the Candidate's Arizona State Chairperson.***

If you have questions, please email Pamela Franklin at Pamela.franklin@recorder.pima.gov.