Pima County Recorder's Office

240 North Stone Avenue, Tucson, Arizona 85701
Phone: (520) 724-4330 / **Fax**: (520) 623-1785 **/ Web:** recorder.pima.gov

Daily Ballot Requests & Returns
Candidate/Political Action Committee Order Form & Contract

Candidate Committee or Political Action Committee Name:

_____

(For Candidates & PACS include Committee Number and a copy of the Statement of Organization.)

Committee Chair/Contact Name: _____ Phone: _____

E-mail Address: _____

(Required for receiving login information for secure file transfer portal (SFTP).)

Daily List Type: ___ Ballot Requests Only   ___ Returned Ballots Only   ___ Both Requests & Returns

Choose one or more party affiliations for requests and/or returns:

☐ DEM   ☐ REP   ☐ LBT   ☐ GRN   ☐ NOL   ☐ PND/IND   ☐ All Parties

Choose one or more: (Please indicate district)

☐ Countywide (All Jurisdictions)   ☐ Supervisor District (Circle Choice): 1 2 3 4 5 ALL

☐ Pima CC District: _____   ☐ City/Town: _____

☐ Congressional District (Circle Choice): 6 7 ALL   ☐ Fire District: _____

☐ Legislative District: _____   ☐ School District: _____

☐ Justice of the Peace: _____   ☐ Water/Health District: _____

☐ City of Tucson (Circle Choice)   ☐ Other: _____

Ward 1 Ward 2 Ward 3 Ward 4 Ward 5 Ward 6 ALL

Data Format:

Early voting information will be available on the Recorder's Website as a secure data file. We will contact you via the email address that you provide to issue your login and password. All data will be in a .csv file.

Voter information will include name, voter registration number, registration address, address where the ballot was mailed, party, precinct, telephone number, and districts of residence.

The information derived from voter registration records is restricted for use as defined by Arizona Revised Statutes (A.R.S.) § 16-168. Any use of this information for purposes other than allowed by A.R.S. constitutes a Class 6 Felony and will be referred to the Pima County Attorney's Office for investigation and prosecution.

```
FOR OFFICIAL USE ONLY:

Date Received:_____    Total Fees:_____

Date Completed:_____    Date Payment Received:_____

Completed By:_____    Election Date:_____
```

By initialing and signing pages 2-3 of this Contract, the Candidate or Chairperson agrees to the following:

1. In no case shall voter registration information provided by the Pima County Recorder be used by anyone other than the Candidate/Chairperson or Candidate's/Chairperson's designee(s), nor will any portion of the information be sold, transferred, or shared with any other candidate, committee, organization or individual.

Initial: _____

2. In no case shall the voter registration information provided by the Pima County Recorder be used for a commercial purpose as defined in A.R.S. § 39-121.03(D), in accordance with A.R.S. § 16-168(E), which state in pertinent part:

A.R.S. § 39-121.03(D): "... 'commercial purpose' means the use of a public record for the purpose of sale or resale or for the purpose of producing a document containing all or part of the copy, printout or photograph for sale or the obtaining of names and addresses from public records for the purpose of solicitation or the sale of names and addresses to another for the purpose of solicitation or for any purpose in which the purchaser can reasonably anticipate the receipt of monetary gain from the direct or indirect use of the public record."

A.R.S. § 16-168(E): "...information derived from [voter] registration forms may be used only for purposes relating to a political or political party activity, a political campaign or an election...or for any other purpose specifically authorized by law and may not be used for a commercial purpose as defined in § 39-121.03. The sale of registers, lists and information derived from registration forms to a candidate or a registered political committee for a use specifically authorized by this subsection does not constitute use for a commercial purpose."

Initial: _____

3. Pursuant to A.R.S. § 16-168(F), the Pima County Recorder **DOES NOT AUTHORIZE** the transfer of any information derived from voter registration records (which includes all information provided under this agreement) by means of or through the internet by any Candidate or Candidate Designee, to any other person or entity. A.R.S. § 16-168(F) provides in part:

A.R.S. § 16-168(F): "A person in possession of information derived from voter registration forms or precinct registers shall not distribute, post or otherwise provide access to any portion of that information through the internet except as authorized by subsection I of this section... A person who violates this subsection or subsection E of this section is guilty of a class 6 felony."

A.R.S. § 16-168(I): "The county recorder and secretary of state shall protect access to voter registration information in an auditable format and method specified in the secretary of state's electronic voting system instructions and procedures manual that is adopted pursuant to § 16-452."

Initial: _____

4. The Pima County Recorder assumes no liability in the event a Candidate or Chairperson, or designee of such, is found to be in violation of either of these provisions. The Pima County Recorder recommends that the Arizona Secretary of State or an attorney be consulted prior to any Candidate giving authorization for the electronic transfer of voter information among staff, vendors, or any other individuals. Candidates and/or committees discovered to be in violation of these provisions will no longer be given access to the data provided by this agreement.

Initial: _____

CERTIFICATION

I certify that I have read and understand the contents of this Contract and that the information supplied by the Recorder's Office will be used solely in accordance with the above-specified requirements.

Signature:_____   ***Date:***_____

       (Candidate or Chairperson must sign)

State of Arizona   )

)

County of _____)

On this _____ day of _____, 20____, before me personally appeared _____, whose identity was proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this document, and who acknowledged that he/she signed the above document.

_____

Notary Public