

EXACT TIME NOW: _____

The first part of this interview deals with the way your registration records are kept and updated.

1. Are registration records of individuals ever deleted from the currently active file solely because of not voting?

1. YES	OR	5. NO	UNCLEAR
↓		↓	
		NEXT PAGE, 1g.	

1a. After what time interval or number of general elections?

_____ YEARS OR _____ # OF GENERAL ELECTIONS

1b. What happens to these records that are deleted because of non-voting? Are the registration records for these people file or discarded?

1. FILED	OR	5. DISCARDED	-->NEXT PAGE, 1g.
↓			

1c. Are these registration records called purged, inactive, or what?

1. PURGED	7. OTHER, SPECIFY _____ _____	2. INACTIVE			
↓	↓	↓			
<p>1d. Are these purged records accessible?</p> <table border="0" style="margin-left: auto; margin-right: auto;"><tr><td style="border: 1px solid black; padding: 2px; display: inline-block;">1. YES</td><td style="padding: 0 20px;">OR</td><td style="border: 1px solid black; padding: 2px; display: inline-block;">5. NO</td></tr></table> <p style="text-align: center;">NEXT PAGE, 1g</p>			1. YES	OR	5. NO
1. YES	OR	5. NO			

1e. What does an inactive registrant have to do in order to be able to vote?

1f. Are these inactive records accessible?

1. YES	OR	5. NO
--------	----	-------

1g. What happens to the record of people registered here who moved out of this jurisdiction and registered elsewhere? Are the registration records for these people filed or discarded?

1. FILED

5. DISCARDED

-->GO TO 2



1h. What is this file called?

2. Do you have a standard procedure to see if registered voters still live at the address on their registration records?

1. YES

5. NO

-->GO TO P. 4, Q3



2a. Is this address check triggered by a person's not having voted?

1. YES

5. NO

-->GO TO Q2c



2b. After what time interval or number of general elections?

_____ YEARS

OR

_____ # OF GENERAL ELECTIONS

2c. Is this address check or reidentification program done at some specific time interval, for example, every two years?

1. YES

5. NO

-->NEXT PAGE, 2f



2d. After what time interval or number of general elections?

_____ YEARS

OR

_____ # OF GENERAL ELECTIONS

2e. Please describe this procedure:

2f. What happens to the record of registrants if the residency check determines that this person is no longer living at the address on their registration record?

1. PURGED, SO MUST REREGISTER

8. OTHER, SPECIFY _____

NEXT PAGE, Q3

2. INACTIVE

2g. Can an inactive registrant vote by showing proof of new address on election day, do they have to send in a change of address before the registration books close prior to an election, or what?

1. CAN VOTE BY SHOWING PROOF
PROOF OF NEW ADDRESS ON
ELECTION DAY

2. MUST SEND IN CHANGE OF
ADDRESS BEFORE BOOKS
CLOSE PRIOR TO AN ELECTION

8. OTHER, DESCRIBE

3. Does this office have a master file where all the registration records for all the different precincts in this jurisdiction are combined into one file?

1. YES

5. NO -->TURN TO P. 6,13

- 3a. Is this master file on a computer?

1. YES

5. NO

- 3b. Is precinct number on the record of each person registered?

1. YES

5. NO

4. Do you need to know someone's exact address or precinct to find their record on the master file, or is the person's name sufficient?

1. MUST HAVE
PRECINCT/ADDRESS

5. NAME IS
ENOUGH

5. Are entries made on the master file to indicate whether or not a person voted in a particular election?

1. YES

5. NO -->TURN TO P. 6, 13

- 5a. Is this entry process complete for the 1986 general election?

1. YES

5. NO

- 5b. What does an entry look like that shows that someone voted in the 1986 general election?

6. And now, about the process by which vote information gets put onto the master file: First, are the registration cards themselves for each precinct sent out and marked by an election official at the time someone votes?

1. YES

5. NO -->NEXT PAGE, Q 7

6a. What does that mark look like?

NEXT PAGE, Q 8

7. Are lists of persons who are eligible to vote in a particular precinct sent out to that precinct on election day?

1. YES

5. NO --->GO TO 8

7a. What are these lists called?

7b. Are these lists marked by officials to indicate that someone voted?

1. YES

5. NO --->GO TO 8

7c. What does that mark look like?

8. Do you keep files of ballot applications?

1. YES

5. NO

9. Do you keep a record when someone applies for an absentee ballot?

1. YES

5. NO

10. Do you mark a person's registration record as having voted when an absentee ballot is returned?

1. YES

5. NO

11. Are there any other ways that you keep track of people who voted on Election Day? (Please describe)

12. Now, thinking about all the records we have just talked about, can you summarize for me the way in which information about whether someone voted or not gets put onto the master file?

TURN TO P. 10, 26

OFFICE DOES NOT HAVE MASTER FILE

13. Is there any version or set of registration records where information about a person's voting participation also appears?

1. YES

5. NO --->TURN TO P. 8, 21

14. And now about the process by which vote information gets put onto the registration record. First, are the registration cards themselves for each precinct sent out and marked by an election official at the time someone votes?

1. YES

5. NO

14a. What does that mark look like?

NEXT PAGE, 16

15. Are lists of persons who are eligible to vote in a particular precinct sent out to that precinct on election day?

1. YES

5. NO --->NEXT PAGE, 16

- 15a. What are these lists called?

- 15b. Are these lists marked by officials to indicate that someone voted?

1. YES

5. NO --->NEXT PAGE, 16

- 15c. What does that mark look like?

16. Do you keep files of ballot applications?

1. YES

5. NO

17. Do you keep a record when someone applies for an absentee ballot?

1. YES

5. NO

18. Do you mark a person's registration record as having voted when an absentee ballot is returned?

1. YES

5. NO

19. Are there any other ways that you keep track of people who voted (Please describe)

20. Now, thinking about all the records we have just talked about, can you summarize for me the way in which information about whether someone voted or not gets put onto the registration record?

TURN TO P 10, 26

REGISTRATION RECORDS DO NOT HAVE VOTE INFORMATION

21. If I understand what you've told me correctly, in order to find out whether or not a person voted in a particular election, we would have to look at the voting records themselves, and not the registration records. Is this correct?

1. YES

GO TO 22

5. NO



21a. Is the information about voting kept on a registration master file, on a set of registration records, or what?

1. REGISTRATION MASTER FILE

-->GO BACK AND RE-ASK 3 - 12

5. SET OF REGISTRATION RECORDS

-->GO BACK AND RE-ASK 4 - 20

7. OTHER, SPECIFY _____



22. Are the vote records kept in this office or kept in a different office?

1. KEPT IN THIS OFFICE

NEXT PAGE, 23

5. KEPT IN ANOTHER OFFICE



22a. Who is in charge of these vote records--What is their title?

NAME: _____

TITLE: _____

22b. What is his/her address?

23. I have a few questions about the voting records and what they consist of. First of all, are lists of persons who are eligible to vote in a particular precinct sent out to that precinct on election day?

1. YES

5. NO -->GO TO 24

23a. What are these lists called?

23b. Are these lists marked by officials to indicate that someone voted?

1. YES

5. NO -->GO TO 24

23c. What does that mark look like?

24. Are voters required to sign their names in order to vote?

1. YES

5. NO -->GO TO 25

24a. Do you keep these signatures on file?

1. YES

5. NO --GO TO 25

24b. How do you refer to these lists of signatures? What are they called?

25. What other kinds of voting records do you have that you can describe for me?

26. Thinking just about the voting records -- not the registration file or the master file -- do you need to know a voter's precinct or election district in order to find that person's name on the voting records?

1. YES

5. NO -->GO TO 27

- 26a. If I didn't have a precinct number for a voter, could I get that information from his/her registration record?

1. YES

5. NO

Now we want to talk a little bit about the way the office is staffed to handle registration -- some of the rules and regulations that apply at this location.

27. How soon before a federal election must people in (NAME OF PLACE) be registered so that they can vote in that election? (That is, how many days before a federal election do registration books close?)

_____ # DAYS
BEFORE ELECTION

5. NO REGISTRATION
REQUIRED

0. "SAME DAY"
REGISTRATION

GO TO 28

- 27a. Where do people go to register on Election Day?

1. THEIR POLLING
PLACE

2. AT REGULAR REGISTRATION
SITES, BUT NOT POLLS

7. OTHER (Specify) _____

- 27b. How many people registered in this jurisdiction in 1986 on Election Day?

_____ # OF PEOPLE

28. How many people registered in this jurisdiction during all of 1986, (including the number of people who registered on election day).

_____ TOTAL # OF PEOPLE REGISTERED

29. Generally, how much time lag is there between the day someone registers to vote and the day this office completes its processing of the new registration record? (How many days or weeks does this normally take?)

_____ #DAYS OR _____ #WEEKS OR _____ #MONTHS

30. Is this office the only place at which people in this jurisdiction can register?

1. NO

5. YES -->TURN TO P. 13, Q32

30a. I will read you some places where people in other states can register. Please tell me in which of these places people in this jurisdiction can register:

1. Area offices that are permanently open ?

5. NO 1. YES

----> 30b. What hours of the day are the area offices open for registration

_____ TO _____

2. (Additional) area offices open temporarily ?

5. NO 1. YES

--> 30c. During what time period are these offices open?

3. Libraries ?

5. NO 1. YES

4. Fire Houses?

5. NO 1. YES

5. Drivers License Renewal Locations?

5. NO 1. YES

6. Post Offices?

5. NO 1. YES

7. Other Public Buildings?

5. NO 1. YES

31. Does this jurisdiction have deputy registrars?

1. YES

5. NO ->NEXT PAGE, Q32

31a. How many deputy registrars worked in this jurisdiction to register voters?
_____ #

31b. How does a person qualify as a deputy registrar?

31c. Are there limits on the number of deputy registrars that can work in this jurisdiction?

1. YES

5. NO ->GO TO 31e

31d. What are they?

31e. Are there limitations on where deputy registrars can go to register voters?

1. YES

5. NO ->GO TO 31g

31f. What are they?

31g. Are there any limitations on the hours deputy registrars can work?

1. YES

5. NO ->NEXT PAGE, Q32

31h. What are they?

32. Can people register initially by mail -- for example, using a postcard?

1. YES

5. NO ->GO TO 33

32a. Where do people pick up postcards or mail applications?

32b. Are these postcards or applications on display at these places, or do people have to ask for them?

1. DISPLAYED

5. MUST ASK

33. What hours of the day is your office open for registration?

_____ TO _____

33a. Are there times other than Monday thru Friday, 9am to 5pm, when people can register?

1. YES

5. NO ->GO TO 34

33b. What are they? _____ TO _____ ON _____
DAY OF WEEK

34. Is there a publication you might give a person who is new to this area, or someone who has just turned 18, to explain eligibility and procedures for registering in this jurisdiction?

1. YES

5. NO ->GO TO 35

34a. May I have a copy?

1. YES

5. NO

TITLE OF PUBLICATION _____

35. Now, just a few more factual questions. How long must a person have lived in this county in order to register to vote in a federal election?

_____ #DAYS OR _____ #WEEKS OR _____ #MONTHS

36. How many people are living in your jurisdiction?

_____ # PEOPLE

37. How many precincts are there in this jurisdiction?

_____ # PRECINCTS

38. What do you estimate is the average number of registered voters per precinct?

_____ # AVERAGE # REGISTERED VOTERS

39. Thank you for your cooperation. Could I have your exact name and title, the name of your office and your phone number?

NAME: _____

TITLE: _____

OFFICE NAME: _____

PHONE: _____

EXACT TIME NOW: _____

END OF INTERVIEW. PLEASE TURN TO NOTES.

NOTES and THUMBNAIL

1. Were you allowed to touch or handle the records yourself?

 1. YES 5. NO

- 1a. Was the retrieval of (some or all) information done by someone else operating a computer?

 1. YES 5. NO

Describe: _____

2. Please describe how helpful, (or not helpful) people in this office were?

3. How many precinct books are there?

_____ # BOOKS

4. Please indicate (by an X on appropriate number) on the scale below how well-organized, accessible, and accurate the records are in this office.

- 1. Excellent. I'm very confident that if the respondent is registered, a record would be found.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10. Poor. It is very possible that a registration record does exist for respondents for whom I have been unable to locate one, but the way this office is organized, it would take an infinite amount of time to find it.

5. Please add anything else you think would be helpful in interpreting results from this office.

SURVEY RESEARCH CENTER
UNIVERSITY OF MICHIGAN

P. 495829 (09)

INTERVIEWER'S LABEL

ELECTION OFFICE
CODE: _____

CHECKLIST OF MATERIALS TO BE COLLECTED

1. Publications listing the registration requirements or laws used by this office.

- 1. COLLECTED DURING EAI INTERVIEW
- 2. COLLECTED AFTER EAI INTERVIEW
- 3. NOT COLLECTED/NOT AVAILABLE. CAN BE OBTAINED FROM: (OFFICE/ADDRESS)

2. Publications listing laws governing absentee voting.

- 1. COLLECTED DURING EAI INTERVIEW
- 2. COLLECTED AFTER EAI INTERVIEW
- 3. NOT COLLECTED/NOT AVAILABLE. CAN BE OBTAINED FROM: (OFFICE/ADDRESS)

3. Publications listing laws governing the purging process of election records.

- 1. COLLECTED DURING EAI INTERVIEW
- 2. COLLECTED AFTER EAI INTERVIEW
- 3. NOT COLLECTED/NOT AVAILABLE. CAN BE OBTAINED FROM: (OFFICE/ADDRESS)

INDIVIDUAL VOTER RECORD FORM

V0. RESPONDENT INFORMATION

P. 495829 (009)

ID: _____	PA: _____	OFC #: _____
PRECINCT # OR NAME: _____		
CORRECTED PRECINCT: _____		
Birthdate: _____		

V1. Does the respondent have a registration record in this office?

1. YES 5. NO -->NEXT PAGE, V5

V1a. Where did you find the record?
 1. ACTIVE/CURRENT FILES 2. INACTIVE FILES

GO TO V2

<input type="checkbox"/> 3. PURGED/CANCELLED DECEASED FILES	-> V1b. What was the date of the purge?
	_____ / _____ / _____ MONTH DAY YEAR
	V1c. INTERVIEWER CHECKPOINT
	<input type="checkbox"/> 1. PURGE DATE <u>BEFORE</u> 11/4/86-->END
	<input type="checkbox"/> 2. ALL OTHERS-->GO TO V2

<input type="checkbox"/> 4. TO BE PROCESSED FILES	-> V1d. What was the date of the application?
	_____ / _____ / _____ MONTH DAY YEAR
	V1e. INTERVIEWER CHECKPOINT
	<input type="checkbox"/> 1. APPLICATION DATE <u>AFTER</u> 11/4/86-->END
	<input type="checkbox"/> 2. ALL OTHERS-->GO TO V2

V2. Does R's name, as given on label, match exactly the name in the registration record?

1. YES 5. NO -->V2a. Please print R's name exactly as it appears on the registration record.

V3. What is R's birthdate, as listed on the registration record?

BIRTHDATE: _____ 9. NOT LISTED OR NOT ACCESSIBLE

MO/ DAY /YR

V4. Does R's address, as it appears on label, match exactly the address on the registration record?

- 1. YES
- 5. NO -->

V4a. Please print R's address exactly as it appears on the registration record.

4b. Does the precinct listed on the registration record match exactly the precinct listed at V0?

- 1. MATCHES EXACTLY
- 2. DOES NOT MATCH EXACTLY

ENTER NEW PRECINCT #/NAME
AT V0

V5. Which of the following sources of registration records, whether accessible to you or not, are kept by this office? (CHECK ALL THAT APPLY)

- 1. ACTIVE
- 2. INACTIVE
- 3. PURGED
- 4. TO BE PROCESSED

V5a. Of these sources, which ones were not accessible to you for checking? (CHECK ALL THAT APPLY)

- 5. NONE WERE ACCESSIBLE
- 1. ACTIVE
- 2. INACTIVE
- 3. PURGED
- 4. TO BE PROCESSED

V6. CHECKPOINT: VOTE INFORMATION ON REGISTRATION RECORDS

Are registration records (or master file) updated with vote information?

1. YES: IF YOU CAN FIND A REGISTRATION RECORD, VOTE INFORMATION WILL BE ON IT; OR, IF YOU CAN FIND AN ENTRY FOR R IN A MASTER FILE, VOTE INFORMATION WILL BE IN IT

2. NO: VOTE RECORDS ARE KEPT ENTIRELY SEPARATE FROM REGISTRATION RECORDS OR MASTER LIST AND THE ONLY WAY TO FIND OUT IF SOMEONE VOTED IS TO LOOK AT THESE RECORDS-->GO TO V8

V7. Does the registration/master file indicate that R voted?

1. YES, RECORD ENTRY CLEARLY INDICATES R VOTED

END

5. NO

7. UNCLEAR (PLEASE EXPLAIN)

0. THERE IS NO REGISTRATION RECORD FOR R AT ALL

V8. Do vote records indicate that R voted?

1. YES ->

V8a. Which vote record?

1. POLL LIST

2. BALLOT APPLICATION

3. ABSENTEE BALLOT APPLICATION

8. OTHER, SPECIFY: _____

END

5. NO -->

V8b. Were all vote records kept by this office accessible to you for checking?

1. YES

5. NO

END

V8c. Which vote records are kept by the office, but were not available? (CHECK ALL THAT APPLY)

1. ABSENTEE LIST

2. BALLOT APPLICATIONS

3. POLL LISTS

8. OTHER, SPECIFY: _____

END

0. NO VOTE RECORDS AT ALL WERE AVAILABLE

FOR OFFICE USE ONLY:

OFC1. Are records in this office organized in such a way (e.g., by precinct only) that R's exact address is needed to locate (him/her) in the registration files?

 YES NO

OFC2. Were all registration records available to our (interviewer/supervisor)?

 YES NO

OFC3. Is R's name (or someone of R's surname) listed in the telephone book and/or city directory at address listed at V0?

 YES NO

OFC4. Transfer ease of access rating code from Election Administration Iw thumbnail.

_____ CODE

Please note any ambiguities in the registration/voting record or any other pertinent information that you think project staff should know about this case.