



**PRINCE GEORGE'S COUNTY
BOARD OF ELECTIONS**

1100 Mercantile Lane, Suite 115A, Largo, MD 20774
301-341-7300 (Office) 301-341-7391 (Fax)

elections.mypgc.us

PRODUCTS AND SERVICES APPLICATION

APPLICANT NAME:	LAST	FIRST	MI
APPLICANT ADDRESS:	STREET	CITY	STATE ZIP CODE
REGISTERED VOTER IN COUNTY:	TELEPHONE NO.: Work: ALT.:		EMAIL:
Is this above request being purchased on behalf of an organization or other business entity? If yes, please provide the following information.			
Organization: _____			
Address: _____			
Intended use of request: _____			
DATA FORMAT			
The Voter Registration export file will be in Excel format. The Absentee labels will be in Word format:			
CD []		Jump Drive(s) []	
Electronic - Via Dropbox []			
Please select one of the following sort options for print-outs, exports, and labels.			
[] Voters, by last name or street within congressional, legislative, council, or school board (COUNTYWIDE ONLY)			
[] All voters, alphabetical by last name			
[] All voters, alphabetical by last name within precinct			
[] All voters, sort by street and house number within precinct			
[] Sort by street and house number			
[] Alpha order by last name or house number within street, alpha order by last name within ward, by house number and street within ward (MUNICIPALITIES ONLY)			
VOTER REGISTRATION DATA REQUEST			
A	Select voter type: Active [] Inactive [] Both []	D	Voters who have registered (Enter date range): _____
B	Select Party Affiliation: ALL [] DEM [] REP [] GREEN [] LIB [] CON [] UNAFF [] OTHER-SPECIFY _____		
C	Select one of the following: Countywide: _____ District/Precinct: _____ Municipality: _____ District: Congressional: _____ Council: _____ Legislative: _____ School Board: _____	E	You may request a Voter history listing - select up to (5) elections: 1. _____ 2. _____ 3. _____ 4. _____ 5. _____ (i.e.: 2006/Primary, 2006/General)
ABSENTEE LISTING REQUEST			
A	Select Party Affiliation: ALL [] DEM [] REP [] GREEN [] LIB [] CON [] UNAFF [] OTHER-SPECIFY _____	B	Select one of the following: Countywide: _____ District/Precinct: _____ District: Congressional: _____ Council: _____ Legislative: _____ School Board: _____
C	Select one of the following: <input type="checkbox"/> Absentee Listing <input type="checkbox"/> Absentee Supplemental Listing		
Please read before signing: Under penalty of perjury, I hereby declare, as required by Election Law Article, Section 3-506, Annotated Code of Maryland, that I do not intend to and I will not use the list of registered voters for which I am applying for purposes of commercial solicitation or for any other purpose not related to the electoral process, and that I will not knowingly allow the list to be used by any other person or entity for purposes of commercial solicitation or for any other purpose not related to the electoral process. I am aware that any person who knowingly allows such a list under his or her control to be used for commercial solicitation or for any other purpose not related to the electoral process is guilty of a misdemeanor and is subject to punishment under Election Law Article, Title 16, Annotated Code of Maryland.			
Signature: _____		Date: _____	



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**PRODUCT AND SERVICES
PRICE LIST**

MISCELLANEOUS FEES								
CD's \$5.00	Jump Drive \$10.00	ELECTRONIC FREE			DEPOSIT \$20.00 (NON-REFUNDABLE)			
VOTER REGISTRATION EXPORT								
Countywide			Individual District (below 50,000 voters)			Individual District (above 50,000 voters)		
\$75.00			\$30.00			\$50.00		
ELECTION RESULTS (Results available online at no cost)								
Precinct by Precinct	Congressional District		Legislative District			Councilmanic District		
\$25.00								
MAPS (Maps available online at no cost)						STREET INDEX		
Countywide	Congressional District	Legislative District	Council District	School Board	\$25.00			
\$50.00								
CERTIFICATION LETTERS								
\$2.00								
ABSENTEE LISTING								
Statewide (SBE)	Countywide	Supplemental	Legislative District	Council District	Congressional District			
\$125.00	\$75.00	\$10.00	\$50.00					
CANDIDATE FILING FEE								
County Executive	County Council	State's Attorney	Clerk of the Court	Register of Wills	Orphans Court Judge	Sheriff	Board of Education	Central Committee
\$25.00								\$10.00

PLEASE READ

Qualifications: To apply for a voter registration list the applicant must be a registered voter in the State of Maryland and must sign a statement under penalty of perjury that the list is not intended to be used for purposes of commercial solicitation or any other purpose not related to the electoral process. Election Law Article, Title 16, Annotated Code of Maryland.

Application deadline: For gubernatorial and presidential elections, applications must be received by the voter registration deadline. Application received after the deadline will not be processed.

Other Services: The Prince George's County Board of Elections allows the public to visit the office and view the most current Voter Registration History records electronically. There is a short form that must be filled out along with proper identification.

IMPORTANT REMINDERS

- A deposit fee must accompany the application
- If paying by cash, you must have the exact amount
- Payments are acceptable in the form of cash, check, money order, or County Expense Distribution form
- **DEPOSITS ARE NON-REFUNDABLE**
- The applicant agrees to pay the remaining balance prior to receiving products
- There will be a \$35.00 assessment fee for return checks
- The standard time for processing a request is 10 business days
- **Make check payable to:** Prince George's County, Maryland
- Customer must pick up product within 10 days of notification that product is ready
- Agency will not be liable for products not picked up in a timely manner
- Please be advised effective immediately Voter Registration list will **not** be transmitted via email.