

June 9, 2017

## MEMORANDUM

**To:** Members of the Energy & Environment Committee  
**From:** Aly Pennucci, Legislative Analyst  
**Subject:** CB 118993 – Voter Registration Information

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On June 13, the Energy and Environment Committee will discuss and may vote on [CB 118993](#) that would make changes to Chapter 7.24 of the Seattle Municipal Code. The changes would require that the Seattle Department of Construction and Inspections (SDCI) include information about how to register to vote or update voter registration information in the summary of landlord and tenant rights they prepare for landlords. Landlords would be required to distribute this information to tenants.

### **Voter Registration Information – Distribution of information by landlord**

Studies have shown that voter turnout is lower among people who have recently moved. Providing information about registering to vote, or updating voter registration information, to tenants at the time they are entering a new rental agreement may increase voter participation among renters who have recently relocated.

Currently, landlords are required to distribute a summary of state landlord tenant law and City of Seattle rental housing codes to tenants describing the rights, obligations, and remedies of landlords and tenants under these laws. The information must be given to each prospective tenant, to a tenant at the time a rental agreement is offered, and when a rental agreement is renewed. Month-to-month tenants must receive the most current version of this document at least once a year. When a rental agreement is renewed, the summary may be distributed electronically. SDCI will add information about registering to vote prepared by King County Elections, along with a blank voter registration form, to the *Information for Tenants* packet they already prepare (see Attachments 1 and 2 to this memo for examples of the information that may be added to the tenant information packet) and landlords will be required to distribute this information to tenants.

SDCI and landlords will only be responsible for providing this information to tenants and will not be required (nor is it recommended) to: advise tenants about registering to vote; provide guidance on a tenant's eligibility to vote; or assist a tenant in completing or submitting registration forms.

The current version of the summary prepared by SDCI, *Information for Tenants*, can be accessed at:

[www.seattle.gov/dpd/cms/groups/pan/@pan/documents/web\\_informational/dpdd016420.pdf](http://www.seattle.gov/dpd/cms/groups/pan/@pan/documents/web_informational/dpdd016420.pdf)

and is available in the following languages:

- [Amharic](#),
- [Cambodian / Khmer](#),
- [Chinese / 中文](#),
- [Korean / 한국어](#),
- [Lao / Laotian / Phaasaa Laao](#),
- [Oromiffa](#),
- [Russian / русский язык](#),
- [Somali / af Soomaali](#),
- [Spanish / Español](#),
- [Tagalog](#),
- [Thai](#),
- [Tigrinya](#), and
- [Vietnamese / Tiếng Việt](#)

The voter registration information will be translated into these languages; in some but not all cases King County Elections has a voter registration form in the same languages. In cases where King County Elections has not provided a voter registration form in one of the languages listed above, a form in English will be provided.

### **Enforcement**

If a landlord fails to distribute the summary, a tenant may terminate the rental agreement by written notice. In addition, the tenant may recover, in a civil action against the landlord, actual damages, attorney fees, and a penalty of up to \$500. If a court determines that the landlord deliberately failed to comply with this requirement, the penalty may be up to \$1,000. Further, any violation of Chapter 7.24 can be enforced by SDCI through the enforcement processes described in Sections 7.24.120 through 7.24.160 of the SMC. The information about registering to vote will become part of the packet of information landlords are required to distribute to tenants and subject to the same enforcement processes.

### **Attachments:**

1. A guide to voting in King County
2. Information on updating your address
3. Washington State Voter Information Form

cc: Kirstan Arestad, Central Staff Director  
Ketil Freeman, Supervising Analyst



## Contact us

### Phone

206-296-VOTE (8683)

1-800-325-6165

TTY Relay: 711

### Email

[elections@kingcounty.gov](mailto:elections@kingcounty.gov)

### Online

[kingcounty.gov/elections](http://kingcounty.gov/elections)

### By mail or in-person

#### King County Elections

919 Southwest Grady Way

Renton, WA 98057

Open weekdays

8:30 a.m. – 4:30 p.m.

#### Voter Registration Annex

*For voter registration services only*

King County Administration Building

500 4th Avenue, Room 440

Seattle, WA 98104

Open weekdays

8:30 a.m. – 1 p.m. and 2 p.m. – 4:30 p.m.

## Get social with us



[kcelections.com](http://kcelections.com)



[twitter.com/kcelections](https://twitter.com/kcelections)



[facebook.com/kcelections](https://facebook.com/kcelections)



[instagram.com/kcelections](https://instagram.com/kcelections)



[snapchat.com/add/kcelections](https://snapchat.com/add/kcelections)



**King County**  
Elections

## A guide to Voting in King County

vote!



## How to register to vote

- Online
- By mail
- In person

For details go to:

[kingcounty.gov/elections/register](http://kingcounty.gov/elections/register)

## Who can register to vote

You must be:

- A citizen of the United States;
- A legal resident of Washington State for at least 30 days before Election Day;
- At least 18 years old by Election Day;
- Not disqualified from voting due to a court order; and
- Not under Department of Corrections supervision for a Washington felony conviction.

You may not vote in more than one state. Be sure to cancel any previous voter registration before you register.

## Voter registration deadlines

You can register to vote at any time.

If you want to vote in an upcoming election, there are specific deadlines. Contact us or go to our website for more information.

## Voting materials in other languages

In addition to English, King County Elections provides voting materials in Chinese, Korean, Spanish and Vietnamese. Contact us to request voting materials in one of these languages.

## How to get a ballot

### By mail

Washington State votes by mail. If you are registered to vote, you will receive a ballot in the mail.

Ballots are mailed about three weeks before Election Day, earlier to military and overseas voters.

### Accessible voting options

Voting by mail is a convenient option for most people. There are other options available:

- Online ballot marking program
- Accessible voting centers

Contact us or go to our website for more information.

## Voters' pamphlets

A voters' pamphlet provides information about candidates and measures on the ballot. Voters' pamphlets are mailed to all households in King County for primary and general elections.

## Tips for voting

- Read the ballot, envelope and voters' pamphlet carefully.
- Use a black ink pen to fill out your ballot.
- Sign the declaration on the back of the return envelope.
- Your ballot will be counted even if you don't vote for every race.

## How to return your ballot

You can vote and return your ballot as soon as you receive it. Returning your ballot early allows time to correct any issues with your signature so we can count your ballot. You can return your ballot to a ballot drop box or by mail.

### Ballot drop box

Return your ballot to a ballot drop box, no stamp required. Your ballot must be returned to a ballot drop box by 8 p.m. election day.

You can find locations in the voters' pamphlet or on our website for the current election.

### By mail

Put a first-class stamp on your ballot and mail it back to us. Your ballot must be postmarked by Election Day. Don't wait until the last minute!

## Moving within King County?

There are five easy ways to update your address:

### 1. Online

[Update your information online](#), 24-hours a day at the Secretary of State's website. You will need one of the following:

- A current Washington State driver license
- A current Washington State ID card

### 2. Email

[Email King County Elections](#) with the following information:

- Your name
- Date of birth
- Old residential and mailing address
- New residential and mailing address

### 3. Phone

[Contact King County Elections](#) during business hours.

### 4. Mail

[Download and print a voter registration form](#) and mail it to [King County Elections](#). Forms are available in many languages.

### 5. In-person

Visit one of these locations:

- [Renton: King County Elections office](#)
- [Seattle: King County voter registration annex](#)

## Moving to another county in Washington?

There are three ways to register to vote with your new county.

### 1. Online

[Update your information online](#), 24-hours a day at the Secretary of State's website. You will need one of the following:

- A current Washington State driver license
- A current Washington State ID card

### 2. Mail

[Download and print a voter registration form](#) and mail it to [King County Elections](#). Forms are available in many languages.

### 3. In-person

Find your [county elections department](#).

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*Prepared using information from the King County Elections webpage:*

<http://www.kingcounty.gov/depts/elections/how-to-vote/register-to-vote/change-my-address.aspx>

## What if I miss the deadline for this election?

You can still vote, [contact King County Elections](#) to get a ballot. Make sure to update your registration for the next election.

## Change my language preference

**King County makes voting materials available in additional languages.**

Get your voting materials in [中文](#) (Chinese), [English](#), [한국어](#) (Korean), [Español](#) (Spanish), or [Tiếng Việt](#) (Vietnamese).

## Print a Voter Registration Form

- [Amharic](#)
- [Arabic](#) / العربية
- [Bengali](#)
- [Burmese](#) / 
- [Chinese](#) / 中文
- [English](#)
- [Hindi](#)
- [Japanese](#) / 日本人
- [Khmer\(Cambodian\)](#) / 
- [Korean](#) / 한국어
- [Laotian](#) / ພາສາລາວ
- [Punjabi](#)
- [Russian](#) / Русский
- [Somali](#) / Soomaali
- [Spanish](#) / Español
- [Tagalog](#)
- [Ukrainian](#) / Український
- [Vietnamese](#) / Tiếng Việt

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Prepared using information from the King County Elections webpage:

<http://www.kingcounty.gov/depts/elections/how-to-vote/register-to-vote/change-my-address.aspx>

# Washington State Voter Registration Form

Register online at [www.myvote.wa.gov](http://www.myvote.wa.gov).

## 1 Personal Information

last first middle suffix

date of birth (mm/dd/yyyy) gender

residential address in Washington apt #

city ZIP

mailing address, if different

city state and ZIP

phone number (optional) email address (optional)

## 2 Qualifications

If you answer *no*, do not complete this form.

- yes  no **I am a citizen of the United States of America.**  
 yes  no **I will be at least 18 years old by the next election.**

## 3 Military / Overseas Status

- yes  no **I am currently serving in the military.**  
Includes National Guard and Reserves, and spouses or dependents away from home due to service.  
 yes  no **I live outside the United States.**

## 4 Identification — Washington Driver License, Permit, or ID

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If you do not have a Washington driver license, permit, or ID, you may use the last four digits of your Social Security number to register.      x x x - x x -   

## 5 Change of Name or Address

This information will be used to update your current registration, if applicable.

former last name first middle

former residential address city state and ZIP

## 6 Declaration

I declare that the facts on this voter registration form are true. I am a citizen of the United States, I will have lived at this address in Washington for at least thirty days immediately before the next election at which I vote, I will be at least 18 years old when I vote, I am not disqualified from voting due to a court order, and I am not under Department of Corrections supervision for a Washington felony conviction.

sign here

date here

Attachment 3

### Instructions

**Use this form to register to vote or update your current registration.**

Print all information clearly using black or blue pen. Mail this completed form to your county elections office (address on back).

#### Deadline

This registration will be in effect for the next election if postmarked no later than the Monday four weeks before Election Day.

#### Voting

You will receive your ballot in the mail. Contact your county elections office for accessible voting options.

#### Public Information

Your name, address, gender, and date of birth will be public information.

#### Notice

Knowingly providing false information about yourself or your qualifications for voter registration is a class C felony punishable by imprisonment for up to 5 years, a fine of up to \$10,000, or both.

#### Public Benefits Offices

If you received this form from a public benefits office, where you received the form will remain confidential and will be used for voter registration purposes only.

Registering or declining to register will not affect the assistance provided to you by any public benefits office. If you decline to register, your decision will remain confidential.

If you believe someone interfered with your right to register, or your right to privacy in deciding whether to register, you may file a complaint with the Washington State Elections Division.

#### Contact Information

If you would like help with this form, contact the Washington State Elections Division.

**web** [www.vote.wa.gov](http://www.vote.wa.gov)  
**call** (800) 448-4881  
**email** [elections@sos.wa.gov](mailto:elections@sos.wa.gov)  
**mail** PO Box 40229  
 Olympia, WA 98504-0229

For official use:



first class  
postage  
required



Please write your county elections office address below:

Attachment 3

**Adams County**

210 W Broadway, Ste 200  
Ritzville, WA 99169  
(509) 659-3249

**Asotin County**

PO Box 129  
Asotin, WA 99402  
(509) 243-2084

**Benton County**

PO Box 470  
Prosser, WA 99350  
(509) 736-3085

**Chelan County**

350 Orondo Ave Ste. 306  
Wenatchee, WA 98801-2885  
(509) 667-6808

**Clallam County**

223 E 4th St, Ste 1  
Port Angeles, WA 98362  
(360) 417-2221

**Clark County**

PO Box 8815  
Vancouver, WA 98666-8815  
(360) 397-2345

**Columbia County**

341 E Main St, Ste 3  
Dayton, WA 99328  
(509) 382-4541

**Cowlitz County**

207 4th Ave N, Rm 107  
Kelso, WA 98626-4124  
(360) 577-3005

**Douglas County**

PO Box 456  
Waterville, WA 98858  
(509) 745-8527 ext 6407

**Ferry County**

350 E Delaware Ave, Ste 2  
Republic, WA 99166  
(509) 775-5200

**Franklin County**

PO Box 1451  
Pasco, WA 99301  
(509) 545-3538

**Garfield County**

PO Box 278  
Pomeroy, WA 99347-0278  
(509) 843-1411

**Grant County**

PO Box 37  
Ephrata, WA 98823  
(509) 754-2011 ext. 2793

**Grays Harbor County**

100 W Broadway, Ste 2  
Montesano, WA 98563  
(360) 964-1556

**Island County**

PO Box 1410  
Coupeville, WA 98239  
(360) 679-7366

**Jefferson County**

PO Box 563  
Port Townsend, WA 98368-0563  
(360) 385-9119

**King County**

919 SW Grady Way  
Renton, WA 98057  
(206) 296-8683

**Kitsap County**

614 Division St, MS 31  
Port Orchard, WA 98366  
(360) 337-7128

**Kittitas County**

205 W 5th Ave, Ste 105  
Ellensburg, WA 98926-2891  
(509) 962-7503

**Klickitat County**

205 S Columbus, Stop 2  
Goldendale, WA 98620  
(509) 773-4001

**Lewis County**

PO Box 29  
Chehalis, WA 98532-0029  
(360) 740-1278

**Lincoln County**

PO Box 28  
Davenport, WA 99122-0028  
(509) 725-4971

**Mason County**

PO Box 400  
Shelton, WA 98584  
(360) 427-9670 ext 469

**Okanogan County**

PO Box 1010  
Okanogan, WA 98840-1010  
(509) 422-7240

**Pacific County**

PO Box 97  
South Bend, WA 98586-0097  
(360) 875-9317

**Pend Oreille County**

PO Box 5015  
Newport, WA 99156  
(509) 447-6472

**Pierce County**

2501 S 35th St, Ste C  
Tacoma, WA 98409  
(253) 798-VOTE

**San Juan County**

PO Box 638  
Friday Harbor, WA 98250-0638  
(360) 378-3357

**Skagit County**

PO Box 1306  
Mount Vernon, WA 98273-1306  
(360) 416-1702

**Skamania County**

PO Box 790, Elections Dept  
Stevenson, WA 98648-0790  
(509) 427-3730

**Snohomish County**

3000 Rockefeller Ave, MS 505  
Everett, WA 98201-4060  
(425) 388-3444

**Spokane County**

1033 W Gardner Ave  
Spokane, WA 99260  
(509) 477-2320

**Stevens County**

215 S Oak St, Rm 106  
Colville, WA 99114-2836  
(509) 684-7514

**Thurston County**

2000 Lakeridge Dr SW  
Olympia, WA 98502-6090  
(360) 786-5408

**Wahkiakum County**

PO Box 543  
Cathlamet, WA 98612  
(360) 795-3219

**Walla Walla County**

PO Box 2176  
Walla Walla, WA 99362-0356  
(509) 524-2530

**Whatcom County**

PO Box 369  
Bellingham, WA 98227-0369  
(360) 778-5102

**Whitman County**

PO Box 191  
Colfax, WA 99111  
(509) 397-5284

**Yakima County**

PO Box 12570  
Yakima, WA 98909-2570  
(509) 574-1340

**WA State Elections Division**

PO Box 40229  
Olympia, WA 98504-0229  
(800) 448-4881

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