

# Wake County Board of Elections – Data Request Form

**Mail To:** Wake County Board of Elections  
Attn: DATA REQUEST  
PO Box 695  
Raleigh, NC 27602

## Requestor's Information:

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Mailing City/State/Zip: \_\_\_\_\_  
Daytime Phone #: \_\_\_\_\_

## Data Standards and Information:

- Data is provided on a flash drive.
- Each data request is a flat rate of \$10.00.
- Payment in the form of a check, certified check, or money order must be received before request is processed.
- Payment should be made payable to: Wake County Board of Elections
- Changes or alterations to data requests after a flash drive is created will require a new request form and fee.
- Data is provided in comma-delimited text.
- Flash drive will be mailed to the requestor with a copy of this request and a receipt.
- Voter phone numbers are not available.
- Dates of birth, driver license numbers, and Social Security Numbers are confidential and not available.

## Format

All data is provided in a COMMA-DELIMITED TEXT FORMAT. **ALL public data available for the order will be included on the flash drive.** Requestor may delete data fields not desired.

## Describe in detail the criteria for your data request.

**Check one:**  *Active Voters Only*  *Active & Inactive Voters* (See back of form for a definition of inactive.)

*(see back for examples)*


Requestor Signature: \_\_\_\_\_

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### Payment/Processing:

\$10.00

Make Check Payable to: **Wake County Board of Elections**

For personal or business checks, please allow three (3) days for check to clear before your request can be processed. Certified checks or money orders can be processed immediately. Requests are filled on a first-come first-served basis, but our goal is to process all requests as soon as reasonably possible.

**Reports will not be processed until payment is received. Please allow up to 14 days for each requests to be processed.**

### All Public Data is Already Available on Website:

Go to: [www.wakegov.com/elections/data](http://www.wakegov.com/elections/data)

Under [Data Downloads](#), you will find the voter registration files uploaded weekly to our website. Instructions are included on how to download the data, and a data dictionary defining all data fields is provided on the site.

### What are inactive voters?:

Most individuals requesting Voter Registration Data for the purpose of mailings or contacting voters do not request Inactive voter data. The list maintenance process in the State of North Carolina validates voter information by conducting mailings after two Federal General Elections if there has been no contact with the voter within that time period. If the contact mailing is returned undeliverable after the first mailing, a forwardable mailing is sent. If not returned with an update after 30 days, the voter is moved to Inactive status. Voters in Inactive status remain in Inactive status for a period of two Federal General Elections before being assigned to Removed status.

### Examples of types of requests:

- *I am requesting all Active Voters registered in the City limits of Raleigh who voted in the November General Election 2012.*
- *I am requesting all Active Voters registered in City Council District A in the City limits of Raleigh.*
- *I am requesting all Active Voters registered with XXXX Party in Wake County.*



Attach Check with Request

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