

# Conducting a Voter Registration Drive in Kansas

## Voter Registration Deadline

Applications must be received or postmarked by 31 days before Election Day.

### Getting Started

**Training Requirement:** Kansas does not require training for registration drives. The state's guide to voter registration drives is located here:

<https://sos.ks.gov/Pubs/Elections/Guides/Guide-to-Voter-Registration-Drives.pdf>

**Notification and Registration Requirements:** Kansas does not have notification requirements for registration drives. Groups that requests more than 25 voter registration forms from election officials must specify who will distribute the forms, the plan for distribution, and the reason for the number of forms being requested.

**Compensation Restrictions:** Do not pay registration drive participants based on how many registrations they collect. Do not incentivize people to register with anything of monetary value.

**False representation:** It is a felony to knowingly represent oneself as an election official; by phone, mail, email, website or other online activity or by any other means of communication while not holding a position as an election official.

Additional related requirements under this law are not currently being enforced due to a court order but are subject of current litigation. Please check back for updates. Fair Elections Center cannot provide legal advice.

### Obtaining Applications

**State Form:** The state mail-in voter registration application can be downloaded at the Secretary of State's website: [sos.ks.gov/forms/elections/voterregistration.pdf](https://sos.ks.gov/forms/elections/voterregistration.pdf)

Election officers are also required to supply free forms on request, but anyone requesting more than 25 forms must request the forms in writing, as noted above.

### Obtaining Applications (cont.)

**Photocopying Blank Forms:** Blank applications may be photocopied and used in voter registration drives.

Federal Form: The federal mail-in voter registration application may be used in voter registration drives: [eac.gov/voters/national-mail-voter-registration-form/](https://eac.gov/voters/national-mail-voter-registration-form/)

### Handling Applications

**Incomplete Applications:** Forms that do not have citizenship or age information will be rejected. Do not fill in any missing information on a registration form unless you have express permission from the applicant. The state requests that all unused forms be returned to the office at which they were obtained.

**Photocopying Completed Applications:** There is no law or rule prohibiting photocopying or retaining information from completed registration applications. As a best practice, a voter's full or partial Social Security number and/or driver's license number should not be retained.

**Submitting Completed Applications:** The state voter registration application can be mailed, faxed, or scanned and emailed to the county election office for the voter's county of residence. Mailing addresses, fax numbers, and email addresses are available at the Secretary of State's website: [sos.ks.gov](https://sos.ks.gov)

According to the Secretary of State guide, third party registration drives must return completed applications "promptly."

Voter registration applications can also be mailed to the following address: Secretary of State, Memorial Hall, 1st Floor, 120 SW 10th Ave., Topeka, KS, 66612-1594.

Completed applications must be sent as soon as they are completed or by the registration deadline.

*Fair Elections Center, Campus Vote Project, and Nonprofit VOTE intend the information contained herein to be used only as a general guide. This document should not be used as a substitute for consultation with a licensed Kansas legal professional.*

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