



# Putnam County District Library

## Voter Registration Policy

The Putnam County District Library (PCDL) is required to provide at its main library and in all branches voter registration applications [Ohio Revised Code Section 3503.10(B)].

All Putnam County District Libraries will provide the following:

- 1) Display applications for voter registration
- 2) Display voter registration instruction brochures
- 3) Aid patrons in filling out of the application

All library personnel involved in voter registration will maintain strict neutrality with respect to their political philosophies and keep confidential the fact that a person registered to vote or update his or her voter registration records through the library.

All completed forms will be turned over to the Putnam County Board of Elections:

- 1) If the form is filled out at least two (2) months prior to an election, it will be mailed directly to the Board of Elections within five (5) business days of receipt
- 2) If the form is filled out less than two (2) months prior to the election, it will be delivered that day to the Board of Elections or, if the form is filled out after normal business hours, the following business day.