

9E.3 Address confidentiality program.

1. *Application.* The secretary shall certify an eligible person as a program participant if the secretary receives an application containing all of the following information:

a. The full legal name of the eligible person.

b. A statement by the applicant that the applicant has good reason to believe the following:

(1) Either of the following:

(a) The eligible person listed on the application is a victim of domestic abuse, domestic abuse assault, sexual abuse, assault, stalking, or human trafficking.

(b) The eligible person fears for the person's safety, the safety of another person who resides in the same household as the eligible person, or the safety of persons on whose behalf the application is made.

(2) The eligible person is not applying for certification as a program participant in order to avoid prosecution.

c. A designation of the secretary as the agent for service of process and for the purpose of receipt of mail.

d. The telephone number or telephone numbers where the secretary can contact the applicant or eligible person.

e. The residential address of the eligible person, disclosure of which could lead to an increased risk of domestic abuse, domestic abuse assault, sexual abuse, assault, stalking, or human trafficking. If the eligible person's residential address is a shelter known to the program, the applicant may provide the shelter's name and other contact information in lieu of the shelter's physical address.

f. If mail cannot be delivered to the residential address of the eligible person, the address to which mail can be sent to the eligible person. If the eligible person's mailing address is a shelter known to the program, the applicant may provide the shelter's name and other contact information in lieu of the shelter's physical address.

g. A statement whether the eligible person would like information on becoming an absentee ballot recipient pursuant to [section 9E.6](#).

h. A statement from the eligible person that gives the secretary consent to confirm the eligible person's participation in the program to a third party.

i. The signature of the applicant indicating the applicant's authority to act on behalf of the eligible person, if appropriate.

j. The date the application was signed.

k. Any other information as required by the secretary pursuant to rule.

2. *Filing.* Applications shall be filed with the secretary.

3. *Certification.* Upon the filing of a complete application, the secretary shall certify the eligible person as a program participant. A program participant shall be certified for four years following the date the application is certified by the secretary unless the certification is canceled, withdrawn, or invalidated. The secretary shall establish by rule a renewal procedure for recertification.

4. *Changes in information.* A program participant or an applicant shall inform the secretary of any changes in the program participant's information submitted on the application.

5. *Designated address.* The secretary shall assign a designated address to which all mail for a program participant shall be sent.

6. *Attaining age of majority.* An individual who was a minor when the person was certified as a program participant is responsible for changes in information and renewal after the individual reaches the age of eighteen.

7. *Liability.* A governmental body, as defined in [section 21.2](#), or an entity created pursuant to [chapter 28E](#), shall not be liable for acts or omissions relating to [this chapter](#).

[2015 Acts, ch 96, §4, 17; 2017 Acts, ch 29, §9, 10; 2021 Acts, ch 183, §3, 4; 2025 Acts, ch 65, §1](#)

Referred to in [§9E.2](#)

Subsection 1, paragraphs e and f amended