

CHAPTER 11  
REGISTRATION PROCEDURE AT THE OFFICE OF DRIVER SERVICES,  
DEPARTMENT OF TRANSPORTATION

**821—11.1(48A) Registration status may be checked.** The state registrar, in cooperation with officials of the department of transportation (DOT), shall develop a mechanism by which the registration status of an individual seeking a driver license or nonoperator identification card from the office of driver services, DOT, can be checked by computer while other business is being transacted.

**821—11.2(48A) Driver services client to be afforded opportunity to apply to register to vote or make changes to existing registration.** Every client, aged 17 years or older, of the office of driver services, DOT, shall be advised by the driver license clerk of the availability of voter registration services in substantially the following manner: “Would you like to apply to register to vote, or update your registration? It can be done quickly and easily at the same time as you get your (license — ID — other, as appropriate).”

1. If the client’s reply to the driver license clerk’s rule 821—11.2(48A) question is negative, the driver license clerk shall not pursue the matter of voter registration.

2. If the client’s reply to the driver license clerk’s rule 821—11.2(48A) question is affirmative, or the client expresses uncertainty of the client’s current registration status, the driver license clerk shall invoke the computer operation required in rule 821—11.1(48A).

[ARC 4493C, IAB 6/5/19, effective 7/10/19]

**821—11.3(48A) Unregistered client who wants to register.** If the computer search invoked pursuant to 11.2“2” reveals the client is not a registered voter, and the client has expressed a desire to register, the driver license clerk shall determine the name of the client’s county, telephone number, party affiliation, and previous registration information by asking questions in substantially the following form: “In what county do you live?” “What is your telephone number?” “Would you like to declare an affiliation of Democratic, Republican, Green, Libertarian or None?” “Where were you previously registered, if ever?” The driver license clerk shall make computer entries reflecting the client’s replies.

[ARC 7883B, IAB 7/1/09, effective 7/1/09]

**821—11.4(48A) Unregistered clients uncertain of status.** If the computer search invoked pursuant to 11.2“2” reveals the client is not a registered voter, and the client has expressed uncertainty of the client’s registration status, the driver license clerk shall tell the client the result of the computer search and determine if the client wishes to proceed with registration in substantially the following words: “According to the computer, you are not currently registered to vote in Iowa. Would you like to apply to register now?” If the reply to the inquiry is negative, the driver license clerk shall not pursue the matter of voter registration. If the reply is affirmative, the driver license clerk shall proceed as specified in rule 11.2(48A).

**821—11.5(48A) Registered clients.** If the computer search invoked pursuant to 11.2“2” reveals the client is a registered voter, the driver license clerk shall review the record. If the name and address in the voter record are the same as the name and address in the driver record, the driver license clerk shall determine if changes are necessary in substantially the following manner: “According to the computer records, (name of client) is registered to vote in (name of county) county at (address, including city) and the telephone number is (telephone number, or “blank”). Are there any changes or corrections to this information?” The driver license clerk shall make appropriate computer entries based on the client’s reply. If the name and address in the voter record are not the same as the name and address in the driver license record, the driver license clerk shall determine the changes necessary in substantially the following manner: “According to the computer records, (name of client) is registered to vote in (name of county) county at (address, including city) and the telephone number is (telephone number or “blank”). I will change the (“name”), (“address”) or (“name and address”) as appropriate to that on the driver record.

Is there a change to your county or telephone number?" The driver license clerk shall make appropriate computer entries based on the client's reply.

**821—11.6(48A) Signature on attestation required.** The signature required for voter registration shall be obtained in the following manner:

**11.6(1)** In-person applicants. At the conclusion of the applicant's business, applicants who apply to register, or give information to update an existing registration shall be asked to sign the registration application attestation, either on a paper copy or an electronic version. Any applicant who fails to sign the attestation shall be deemed to have declined to apply to register to vote.

**11.6(2)** Online driver's license and nonoperator identification card renewal applicants. During the online renewal transaction, applicants shall be asked if they would like to register to vote or update an existing voter registration record. If an applicant answers the question in the affirmative, the applicant shall have the opportunity to select a political party and affirm the use of the applicant's last digitized signature on file with the office of driver services, department of transportation, to finalize the voter registration transaction.

**11.6(3)** Stand-alone online voter registration applicants. The office of driver services, department of transportation, may offer stand-alone online voter registration through its website to individuals with current state-issued driver's licenses or nonoperator identification cards. Applicants for voter registration must provide information from their state-issued identification cards to begin the online voter registration application, including the applicant's first and last name and date of birth as they appear on the state-issued identification card, the last five digits of the applicant's social security number, the state-issued identification card number and the first five digits of the document discriminator number which is printed on the state-issued identification card. Applicants who do not have a state-issued identification card who attempt to use the stand-alone online voter registration function shall be offered the opportunity to print, complete, sign and mail a paper copy of the Iowa voter registration application.

**11.6(4)** A notice shall appear on screen if a stand-alone online voter registration applicant transaction is terminated because of incomplete information. The notice shall instruct the applicant that the applicant may provide the required information by completing a paper voter registration form and mailing it to the commissioner's office or by completing a new application in person at the commissioner's office. Applicants shall also be advised of election day and in-person registration procedures under Iowa Code section 48A.7A.

**11.6(5)** If a stand-alone online voter registration applicant fails to make a party selection and the application is for a new registration, the commissioner shall enter the selection as "no party." If a stand-alone online voter registration applicant fails to make a party selection and the applicant is already a registered voter in the county, the previous party choice of the registrant shall be retained.

[ARC 2376C, IAB 2/3/16, effective 1/5/16]

**821—11.7(48A) Electronic voter registration transactions.** Registration transactions shall be transmitted electronically to the registrar in accordance with 821—Chapter 8. Every transaction shall include the applicant's Iowa driver's license number or Iowa department of transportation-issued nonoperator's identification card number.

These rules are intended to implement Iowa Code section 48A.18.

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