

**State of Iowa  
Specifications and Order Form for Voter List**

Requestor Name: \_\_\_\_\_ Daytime Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Information from voter registration records can only be used:

- To request a registrant's vote at an election,
- For a genuine political purpose,
- For bona fide political research, or
- For a bona fide official purpose by an elected official.

*I am aware that information from voter registration records may only be used lawfully for the reasons listed above. I understand that misuse of the information, including commercial use, is a serious misdemeanor under Iowa law. I agree to pay the cost of the above ordered list before delivery.*

Intended Use of List: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**List Information**

Option 1: Voter List

Option 2: Absentee List

A. Jurisdiction(s) of voters to include: \_\_\_\_\_

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B. Type of Voters:

- Active Only       Active, Inactive, and Pending

B. Election(s): \_\_\_\_\_

C. Type of Information:

- Contact Information Only  
 Contact Information and Voting History (*electronic lists only*)

C. Do you want to receive updates to the list?

- No       Yes

Frequency of Updates:  Daily

Weekly

Monthly

Voting History Options:

- Last 5 elections of every type  
 Specify elections: \_\_\_\_\_

**List Format**

Excel or Comma Delimited (CSV) - Email       Excel or Comma Delimited (CSV) - CD-ROM

Mailing Labels:     One Per Voter     One Per Household

Paper – describe the order you want the voters listed: \_\_\_\_\_

**Payment Method**

**Note: Payment must be received before list is provided. If paying by credit card, you will be contacted to request your credit card information.**

Cash/Check       Credit Card      Office Use Only: \_\_\_\_\_

**Delivery Method**

**Note: Orders that are shipped will be charged for shipping.**

Email the list to: \_\_\_\_\_

Pick up at Secretary of State's Office or at the County Auditor's Office: \_\_\_\_\_

For governmental agencies only: Send with invoice; payment will be made within 60 days

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Lists are produced as soon as possible after an order is received. It can take up to 14 days to prepare a list. Orders received immediately before major elections may be delayed while preparations for the election are finalized.

Cancel this order if the list cannot be shipped by (date): \_\_\_\_\_

**Send the completed form to:**

State Registrar of Voters  
Lucas State Office Building, First Floor  
Des Moines, IA 50319  
Phone: (515) 281-0145  
Email: [voterlist@sos.iowa.gov](mailto:voterlist@sos.iowa.gov)  
Fax: (515) 281-4682

\_\_\_\_\_ County Auditor's Office  
\_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Fax: \_\_\_\_\_

**Price for Lists**

The cost of the lists depends on the order. For example, a statewide voter list would cost approximately \$1,500 for the data only, depending on the current number of registered voters in Iowa at the time the list is generated. A county may charge different prices for lists prepared by the county auditor.

<b>Minimum Data Charge</b>	\$10.00	<b>Additional Data Charges</b> *for lists with more than 20,000 records	\$0.50 per 1,000 records
<b>E-mail List</b>	same as Data Charge(s)	<b>Data on CD-ROM</b>	\$2.00 + Data Charge(s)
<b>Paper List</b>	\$0.10 per page + Data Charge(s)	<b>Labels</b> (30 labels per sheet)	\$0.10 per sheet + Data Charge(s)

Lists with updates throughout the year may also be purchased. See the table below for pricing information.

<b>Statewide Voter List &amp; Statewide Absentee List</b>	\$1,950/year	<b>Statewide Voter List</b>	\$1,500/year
<b>Statewide Absentee List</b>	\$450/year	<b>Congressional District Absentee List</b>	\$125/year
<b>Iowa House District and Senate District Absentee Lists</b>	\$50/year	<b>Countywide Absentee List</b>	\$40/year