



Office of the Minnesota Secretary of State
REGISTERED VOTER LIST REQUEST

Instructions

Use this form to request a list of registered voters. For multiple orders, submit a new form for each list. Lists are provided in a ready-to-print pdf format, or in a comma-delimited text format which can be opened in most spreadsheet and database programs. Examples of these formats are available on the [Secretary of State's website](http://www.sos.state.mn.us) (http://www.sos.state.mn.us). This office may take up to 10 days to produce the report. The report will be current as of the time the report is run. The use of the list of registered voters for purposes unrelated to elections, political activities or law enforcement is a violation of Minnesota law. ([Minn.Statutes. 201.091](#))

Voter Information

Name (as it would appear on your voter record)

Street Address

City State Zip Code

Email Phone

Report Information

1) Choose one geographic area for your report:

Statewide (\$46) – Must choose Text format below

Single Jurisdiction (\$30) – PDF format may be unavailable for jurisdictions with large numbers of registered voters

Specify Jurisdiction Name (city, county, district, etc.)

2) Choose one format for your report:

Voter Lists with Voting History

PDF (ready for printing)

Text (comma-delimited)

Walking List (sorted by street)

Summary Voting History for All Elections

not available

Detailed Voting History for All Elections

Detailed Voting History for One Election – Specify:

Election Date

Voter Lists for Mailing Labels

PDF (ready for printing)

Text (comma-delimited)

One label per registered voter

One label per household

Delivery Information

I will pick up my order at the: Retirement Systems of Minnesota Building
 60 Empire Drive, Suite 100, Saint Paul MN 55103

Ship my order on CD via UPS Ground Service to this address (\$5). Orders submitted together may be shipped for one fee.

Name

Street Address (no PO Boxes)

City State Zip Code

Payment Information

Total Cost: \$51 Statewide Report with Shipping \$46 Statewide Report with Pickup \$35 Local Report with Shipping \$30 Local Report with Pickup

Payment via cash (in-person orders only. Orders are not produced "while you wait")

Payment via check or money order

Mail or hand-deliver your order to: Office of the Secretary of State, 60 Empire Drive, Suite 100, Saint Paul MN 55103

Certification

I certify that I am a registered voter in the State of Minnesota and that the information in this list of registered voters will be used only for purposes related to elections, political activities, or law enforcement (M.S. 201.091).

Signature

Date

OFFICE USE ONLY

Date - Fiscal	Date - Media Prod	Client Acct	Amt Paid	Work Order #
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Rev. 10/2016

Registered Voter List Ordering Information

Registered voter information is only available to registered Minnesota voters, and may only be used for purposes related to elections, political activities, or law enforcement. ([Minnesota Statutes 201.091](#)) All data on registered voter reports is current as of the time the report was run. Only currently registered voters are included in the report. Voting history may not be updated for up to six weeks after an election.

Geographic Area

Reports can be requested for different geographic areas such as statewide, county, city, town, or precinct. Reports can also be requested by election district, such as congressional district, state senate district, state house district, judicial district, county commissioner district, soil & water conservation district, city ward, hospital district, school district, or school board member district.

Note that statewide reports may only be ordered in text format below. These reports will be divided into separate files for each congressional district.

Report Format

Reports are available in pdf format, text format, or sometimes both. Pdf reports come ready to print, but cannot be edited, sorted or filtered. Text files come in a comma-delimited format, ready to import into spreadsheet or database software. In that software, the data can be edited, sorted, and filtered, and also used in other ways, such as for mail merges. This office does NOT offer support for using this data with specific software application.

Report Information

Report	Voter Name	Address	Phone	Birth Year	Voter ID	Legacy ID	Registration Date	County	MCD	Precinct Code	School District Code	Other District Codes	Voting History
Walking List (pdf or text)	X	X	X	X									X
Summary History for All Elections (pdf)	X	X	X	X	X	X		X	X	X	X		X
Detailed History for All Elections (pdf)	X	X	X	X	X	X		X	X	X	X	X	X
Detailed History for All Elections (text)	X	X	X	X	X		X	X	X	X	X	X	X
Detailed History for One Election (pdf or text)	X	X	X	X	X	X		X	X	X	X	X	X
Voter Mailing Labels (pdf or text)	X	X	X	X				X		X	X		
Household Mailing Labels (pdf or text)		X	X	X				X		X	X		

- Detailed history reports include election date, election description, and voting method.
- Summary history and walking list reports include abbreviated election description for each year.
- Text files with voter history have two files: one is a list of voters, the second is a list of elections the voters have history of voting in. The Voter ID can be used as a primary key to cross-reference the records.
- Walking Lists are sorted by street name, then street number
- Mailing label pdf reports are formatted to print on Avery 5160 (or similar) label sheets.
- Household mailing labels include one label per address with at least one registered voter. All labels are addressed to "Registered Voters."

Ordering and Payment

Submit your order by mail or in person to Office of the Secretary of State, 60 Empire Drive, Suite 100, Saint Paul MN 55103. Orders may not be submitted online at this time. If ordering multiple lists, submit a separate order form for each list. Orders submitted together may be paid for with one payment.

- To order by mail, send your order form(s) and payment to the address above, "Attention: Voter Registration Lists". Payment may be by check or money order, payable to the Office of the Secretary of State.
- To order in person, come to the address above and submit your order form(s) and payment. You may pay with cash or check payable to the Office of the Secretary of State. Note that orders are not produced "while you wait."

Delivery

Ordered files will be burned onto a CD, and are current as of the time the file is produced. Completed orders may be picked up or shipped.

- Orders may be picked up from Office of the Secretary of State, 60 Empire Drive, Suite 100, Saint Paul MN 55103. The Business Services Counter is open Monday-Friday (excluding holidays) from 8am-4pm.
- Orders may be shipped via UPS Ground for \$5. Orders submitted together may be shipped together for one fee. UPS does not deliver to PO Boxes, so please give a street address.