

NCOA CANVASS DIRECTIONS

Our Canvass Process

When you arrive at the first address the Lead should make a note (on pad supplied) of the following information:

1. Match address on map to Canvass List.
2. Verify the name(s) on your Canvass List.
3. Verify the number of registrants listed at the address.
4. The “move date”
5. The “move to state”
6. The “last vote date”

REMEMBER TO SMILE & BE COURTEOUS 😊

Interviewer Script: **Hi! How are you? May I speak with (registrant)?**

There are three potential responses:

1. **Yes** -The **current resident is** the registrant(s) on record.
2. **No** - The current resident **has no idea** who the registrant(s) on record is.
3. **No** - The current resident **knows of OR personally knows** the registrant(s) on record.

1) Response - The current resident(s) **is** the registrant on record.

Recorder:

Make notes of the statement witnessed.

Mark **Y** in the “Currently Resides” box.

Mark **Y** in the “Known to Resident” box (see below).

Canvass List #1						
1	Full Name	John J. Smith		Currently Resides Y/N?	Y	State Moved To?
	CA Adress	123 Main St Santa Rosa, CA 11223		Known to Resident Y/N?	Y	Status
	VRN	881372		Temp/Perm Move T/P?		Declaration Y/N
	EMS ID	599124		Notes:		
	Move Date	7/1/2022				
	Last Vote Date	2021-09-14T00:00:00z				

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2) Response - The current resident **has no idea** who the registrant on record is.

Ask **“Our records show that (registrant) used to live here. About how long have you (current resident) lived here?”**

Recorder:

Make notes of the statement witnessed.

Mark **N** in the “Currently Resides” box.

Mark **N** in the “Known to Resident” box (see below).

2	Map #1						
	Full Name	John J. Smith		Currently Resides Y/N?	N	State Moved To?	
	CA Address	123 Main St Santa Rosa, CA 11223		Known to Resident Y/N?	N	Status	
	VRN	881372		Temp/Perm Move T/P?		Declaration Y/N	
	EMS ID	599124		Notes:			
	Move Date	7/1/2022					
	Last Vote Date	2021-09-14T00:00:00z					

3) Response - The current resident **knows of or knows** the registrant on record **personally**. Be sure to listen carefully to their response. They may say it was a previous owner or former roommate, etc.

It’s best to ask neutral questions such as:

Ask **“Our records show that (registrant) used to live here. Do you remember when you (current resident) moved in?”**

We **DO NOT** want to feed them an answer i.e. **“Our records show that the registrant moved around July 2022”**. It is best to let them answer naturally without our input.

Recorder:

Make notes of the statement witnessed.

Mark **N** in the “Currently Resides” box.

Mark **Y** in the “Known to Resident” box (see below).

3	Map #1						
	Full Name	John J Smith		Currently Resides Y/N?	N	State Moved To	TX
	CA Address	123 Main St Santa Rosa, CA 11223		Known to Resident Y/N?	Y	Status	ACTIVE
	VRN	881372		Temp/Perm Move T/P?		Declaration Y/N	
	EMS ID	599124		Notes:			
	Move Date	7/1/2022					
	Last Vote Date	2021-09-14T00:00:00z					

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If the approximate move in date provided by the *resident* is **confirmed**:

Recorder: **Circles** the date in the “Move Date” field (see below).

A **confirmed** response is that the current **resident** moved in sometime *after* July 2022.

An **unconfirmed** response is that the current **resident** moved in about a year ago (i.e. sometime in 2023 – add to notes).

Now we can share the date and ask, **“Our records show that (registrant) moved out of state around July 2022. Does that sound correct?”**

Document their reply in notes (see below).

3	Map #1					
	Full Name	John J Smith	Currently Resides Y/N?	N	State Moved To	TX
		123 Main St Santa Rosa, CA				
	CA Address	11223	Known to Resident Y/N?	Y	Status	ACTIVE
	VRN	881372	Temp/Perm Move T/P?		Declaration Y/N	
	EMS ID	599124	Notes:	<i>ie Resident moved in August 2022</i>		
	Move Date	7/1/2022				
Last Vote Date	2021-09-14T00:00:00z					

If the resident **knows** the registrant on record ask,

“Do you know what State they moved to?” If the resident verifies the “State Moved To”:

RECORDER: **Circles** the “State Moved To” (see below).

3	Map #1					
	Full Name	John J Smith	Currently Resides Y/N?	N	State Moved To	TX
		123 Main St Santa Rosa, CA				
	CA Address	11223	Known to Resident Y/N?	Y	Status	ACTIVE
	VRN	881372	Temp/Perm Move T/P?		Declaration Y/N	
	EMS ID	599124	Notes:	<i>ie Resident moved in August 2022</i>		
	Move Date	7/1/2022				
Last Vote Date	2021-09-14T00:00:00z					

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Also ask, **"Do you know whether the move out of state was temporary or permanent?"**

RECORDER: writes **T** for Temporary, **P** for Permanent, or **N/A** if Unknown (see below).

3	Map #1						
	Full Name	John J Smith		Currently Resides Y/N?	N	State Moved To	TX
		123 Main St Santa Rosa, CA					
	CA Address	11223		Known to Resident Y/N?	Y	Status	ACTIVE
	VRN	881372		Temp/Perm Move T/P?	P	Declaration Y/N	Y
	EMS ID	599124		Notes:			
	Move Date	7/1/2022		<i>ie Resident moved in August 2022</i>			
	Last Vote Date	2021-09-14T00:00:00z		<i>ie Resident stated they are still receiving mail for voter</i>			

TAKE PICTURE OF DWELLING:

For EVERY address that you **verify the registrant on record no longer resides**, you will complete a Declaration Statement. You also need to obtain a photo of the residence that includes the relevant dwelling, building, unit and/or apartment number if applicable. Occasionally, house numbers cannot be found. Obtain the photo and note that fact on the Canvass List.

Questions:

If you get pushback or a negative reaction such as:

“What is this for?” “Who are you all with?”

Reply **“We are a group of local citizens helping to verify the accuracy of voter records. We are finding a lot of voters registered at addresses they no longer reside. If this isn’t corrected these voters may not receive their ballots.**

Do you have any other questions?”

**Please be sure to ALWAYS tell them
“Thank you for your time!”**

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Voter Status

Meaning:

- ACTIVE** – Is someone “eligible” to vote and **WILL** automatically receive a Vote by Mail (VBM) ballot.
- INACTIVE** – Is someone “eligible” to vote and **WILL NOT** automatically receive a Vote by Mail ballot.
- CANCELLED** – Is “**NOT eligible**” to vote. **WILL NOT** receive a VBM ballot. Must Re-Register to vote in CA elections.

Declaration Statement

A Declaration Statement is completed by teammates for every address where a current resident verifies that the registrant on record no longer resides. When a Declaration Statement is submitted, the recorder enters a “Y” in the appropriate field on the Canvass List. When no Declaration Statement is submitted, the “N” in the field is entered. A Declaration Statement is filled out, the **Interviewer** is the **Affiant** (person who makes the sworn statement). The **Recorder** is the **Witness** (person who confirms the sworn statement made by the Affiant). This Declaration Statement becomes the evidence to support our efforts to compel elected officials to address our dirty voter rolls. Complete a Declaration Statement for every registrant we confirm no longer resides at the address on record.

3	Map #1		Currently Resides Y/N?	N	State Moved To	TX
	Full Name	John J Smith	Known to Resident Y/N?	Y	Status	ACTIVE
	CA Address	123 Main St Santa Rosa, CA 11223	Temp/Perm Move T/P?	P	Declaration Y/N	Y
	VRN	881372	Notes:			
	EMS ID	599124	<i>ie Resident moved in August 2022</i>			
	Move Date	7/1/2022	<i>ie Resident stated they are still receiving mail for voter</i>			
	Last Vote Date	2021-09-14T00:00:00z				

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NCOA Declaration Statement (Affiant)

STATE OF CALIFORNIA / COUNTY OF _____ ~~VIA~~ _____

The undersigned, _____, declares under penalty of perjury under the laws of California,
(AFFIANT NAME)

that the foregoing is true and correct:

1. I am over the age of 18 and am a resident of the state of California. I have personal knowledge of the facts herein, and, if called as a witness, could testify to the truth and accuracy thereto.
2. I suffer no legal disabilities and have personal knowledge of the facts set forth below.
3. I affirm that an occupant of _____, self-identified as the Current Resident, stated that the following voter(s), _____ do not live at the named address currently, and that they (the resident) have occupied this residence since approximately _____.
4. I affirm I am under no duress to sign this declaration statement, and I declare that, to the best of my knowledge and belief, the information herein is true, correct, and complete.

Executed this _____ day of _____, 20____ at this address _____

AFFIANT SIGNATURE: _____

NCOA Affirmation Statement (Witness)

STATE OF CALIFORNIA / COUNTY OF _____

The undersigned, _____, declares under penalty of perjury under the laws of California,
(WITNESS NAME)

that the foregoing is true and correct:

1. I am over the age of 18 and a resident of the state of California. I have personal knowledge of the facts herein, and if called as a witness, I could testify to the truth and accuracy thereto.
2. I have no legal disabilities and have personal knowledge of the facts that are set forth here, below.
3. I affirm and attest to the attached statement above being true and correct regarding voter(s) _____ who were verified as no longer living at the address documented in the statement above.
4. I affirm that I am under no duress or unusual influence in signing this affidavit, and I declare that, to the best of my knowledge and belief, the information here is true, correct, and complete.

Executed this _____ day of _____, 20____ at this address _____

WITNESS SIGNATURE: _____

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Sample Canvass Map

Multi-Step Route Planning and ×

mapquest.com/routeplanner/?from/us/ca/santa-rosa/95407-8249/225-horn-ave-38.37615,-122.7096...

MapQuest **RoutePlanner**
Optimize routes, save time

Line by Line Copy/Paste Import

One address per line (26 max)

- A 225 Horn Ave, Santa Rosa, CA
- B 2454 San Venito Way, Santa Rosa, CA
- C 300 Stony Point Rd, Santa Rosa, CA
- D 2176 Delen Ct, Santa Rosa, CA
- E 1813 Bella Vista Way, Santa Rosa, CA
- F 3528 Deer Park Dr, Santa Rosa, CA
- G 732 Wright St, Santa Rosa, CA
- H 2412 Grace Dr, Santa Rosa, CA
- I 9350 St Helena Rd, Santa Rosa, CA
- J 5421 Evonne Ave, Santa Rosa, CA
- K 1441 Nighthawk Pl, Santa Rosa, CA
- L 176 Brey Rd, Santa Rosa, CA
- M 328 Yates Dr, Santa Rosa, CA
- N 913 Franquette Ave, Santa Rosa, CA
- O 3109 Claremont Dr, Santa Rosa, CA
- P 3656 Evergreen Dr, Santa Rosa, CA
- Q 4067 Polled Hereford Dr, Santa Rosa, CA

[Add another stop](#)

1 mi

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