

TRAINING

One-hour training is offered twice a month. Those wishing to attend must make a reservation. Upon completion, the applicant is:

- Certified as a Registration Agent
- Issued a Voter Registration Agent Identification Form and ID Number
- Issued a packet of Voter Registration Forms
- Issued two copies of the Voter Registration Agent Log

Current agents are encouraged to attend.

Offsite training is available for groups of 14 or more, must be scheduled at least two weeks in advance, and is subject to staff availability.

THINGS TO NOTE

- Make a reservation to attend training
- Bring a valid photo ID to be certified as an agent
- Parking is NOT validated
- Arrive on time.



HOW DO I BECOME A THIRD-PARTY REGISTRATION AGENT?

- Call the County Clerk's Office at (505) 468-1291, option 6 to schedule training or sign up at the Bureau of Elections Office, 6th floor
- Email: clerk@bernco.gov

One Civic Plaza NW 6th Floor
PO Box 542
Albuquerque, NM 87103-0542
(505) 468-1291, Option 6

Visit us on



Maggie Toulouse Oliver
County Clerk

Bernalillo
County Clerk
Third-Party
Registration
Agent Training

Third-Party Registration Agent Training

The Bernalillo County Clerk's Office offers training to individuals who wish to register potential voters in New Mexico.

Third-Party Registration Agents serve an important role in the voter registration process.

WHAT IS A THIRD-PARTY REGISTRATION AGENT?

"Third-Party Registration Agent" means any person, entity or organization that assists another person in completion of a Voter Registration Application Form and thereby solicits and/or collects Voter Registration Applications as a volunteer or is employed by an organization that is registered with the County Clerk's Office and filed with the NM Secretary of State's Office, and that is not a state or federal agency.



DUTIES

- Provide **equal opportunity to register or update** voter registration **regardless of political affiliation, religion, race or gender.**
- Assist in the preparation of Voter Registration Application Forms upon request.
- Assist registrants in any changes in voter registration records by completing a new form with updated information.

RESPONSIBILITIES

- Track Voter Registration Forms
- Attend mandatory training Review Voter Registration Forms for legibility and thoroughness
- Return Registration Forms within 48 hours
- Cannot influence the applicant's political party preference.
- Cannot discourage applicants from completing the Voter Registration Form



BERNALILLO COUNTY CLERK
BUREAU OF ELECTIONS
www.bernco.gov/clerk | 505-468-1291, option 6

