

REGISTRATION OF PRINTERS

Name of Company:
Business Address:
City, State, Zip:
Company Email Address:
County in Which Business is Located:
Date of Registration:
Mailing Address:
Name of Company Contact:
Main Telephone Number of Company: co

Names, telephone numbers, and email addresses of agents or employees:

Name of Agent or Employee	Telephone Number	Email Address

(If you have more than four sales representatives, attach additional list of sales representatives.) Type(s) of materials you will print or prepare (check as many as appropriate):

1. <input type="checkbox"/>	Voter Marked Paper Ballots	3. <input type="checkbox"/>	Election supply kits
<input type="checkbox"/>	Optical / Digital Scan Ballots	<input type="checkbox"/>	Other (brief description)

Please list product(s) if 'other' was checked:

 Signature of Company Contact

 Printed Name of Company Contact

REGISTRATION OF CUSTOMERS

Name of Printing Company:	
Date:	

(check one)

<input type="checkbox"/>	Original registration for customer
<input type="checkbox"/>	Supplemental registration for customer

Name of customer (political subdivision) you sell to (include separate registration page for each customer i.e., County Democratic Party, County Republican Party, or the county):

Identify County (and party, if applicable):	Address of Customer:
Name of Customer Contact:	
Type of Election:	(check one) General Primary Primary Runoff

Official Ballots - Type of printing (check as appropriate) ¹

<input type="checkbox"/>	Voter Marked Paper Ballots
<input type="checkbox"/>	Optical/Digital Scan Ballots

Election Forms (Brief Description)

Other Services (Brief Description)

INSTRUCTIONS FOR REGISTRATION

DO NOT register with the Secretary of State if you only print ballots for city, school district, or other types of elections. This form should be completed for a Primary Election or the November General Election for State and County Officers.

The Texas Election Code requires you to register your printing company with the Secretary of State at least 60 days before each election in which you will print ballots or forms for the Primary and/or General Election for State and County Officers.

The registration form must include the name and telephone number of any agent or employee of the printer who is designated to receive inquiries or issue information about the printing of ballots or other election supplies.

If you do not have a contract to print ballots or forms 60 days before the Republican or Democratic Primary nor a contract with a county for the November General Election for State and County Officers, you may register with the Secretary of State without any customers. Once a contract or an order is secured, you must immediately notify the Secretary of State of the name of the customer and the type of work you will do for that customer.

A computer printout of this form may be submitted in lieu of this form, as long as the printout contains ALL the required information.

Methods of Submission

Postal Mail: Secretary of State, Elections Division, P.O. Box 12060, Austin, TX 78711

eMail: elections@sos.texas.gov

Fax: 512-475-2811