

**Alina Garcia**  
Supervisor of Elections

2700 NW 87th Ave  
Miami, FL 33172



T 305-499-VOTE(8683)  
F 305-499-8501  
TTY 305-499-8480

[votemiamidade.gov](http://votemiamidade.gov)  
[@votemiamidade](https://twitter.com/votemiamidade)

## MIAMI-DADE COUNTY PROCEDURES FOR REGISTERED THIRD-PARTY ORGANIZATIONS

Florida Statute 97.0575, Rule 1S-2.042 F.A.C.  
(Rev. January 2025)

Dear registered Third-Party Organization:

As a registered Third-Party Voter Registration Organization (3PVRO) approved by the Florida Division of Elections and operating in Miami-Dade County, please adhere to the procedures outlined in *F.S. 97.0575* and *Rule 1S-2.042* in the most effective way possible.

As you may know, to comply with these rules, all voter registration applications provided by our office to any 3PVRO or received by our office from any 3PVRO shall include the third-party voter organization identification number on the bottom of the front side of each voter registration application in a manner that does not obscure any other entry. In addition to the 3PVRO identifier, all applications received by our office shall include the 3PVRO agent's initials on the bottom of the front side of each application in a manner that does not obscure any other entry. Unless the applicant has already dated the application form, the 3PVRO agent shall record the date that the 3PVRO collected the application in a conspicuous space on the bottom portion of the front side of the voter registration application in a manner that does not obscure any other entry. The applicant's date space should not be used by the 3PVRO agent. The date printed by the registration agent, or the organization shall be in the following numerical format: MM/DD/YY.

Delivery of the application by the 3PVRO may be accomplished by in-person delivery or mail. **All applications collected by 3PVROs must be delivered to our office or be postmarked within 10 calendar days (includes weekends) of collection.** If the 10th day falls on a weekend, holiday, or other day on which our office is closed, the application(s) must be delivered to our office or be postmarked by the following business day. If, however, a book closing deadline for any given election for federal or state office falls within the 10-day period described above, all applications collected by the 3PVRO before book closing must be delivered to our office on or before the book closing deadline. The 3PVRO shall provide a cover letter indicating any applications that they believe were fraudulently completed or collected.

Our office receives many requests for voter registration applications. To better serve your organization and to expedite the process, we would like to have the applications pre-printed with your organization's identification number. For this, we need cooperation and ask that these procedures are followed:

1. Contact our office via email at [3PVRO@votemiamidade.gov](mailto:3PVRO@votemiamidade.gov) at least **five business days in advance from the date of the event.**
2. Identify the 3PVRO identification number of your organization, along with the quantity and type of applications needed (English, Spanish, or Creole).
3. If any request exceeds 9,999 voter registration applications, the 3PVRO must request the applications through the Florida Division of Elections.

Placing orders for voter registration applications in advance whenever possible gives us sufficient time to ensure applications for your organization are ready in time. Thank you for your consideration and best wishes for such a worthwhile endeavor.

Best regards,

*Alina Garcia*

Alina Garcia  
Supervisor of Elections  
Office of the Supervisor of Elections