

National Change of Address (NCOA)

Have you received election mail for someone that no longer lives at your address?

Every year the Secretary of State's office mails cards to voters who moved in the past year. A requirement by the National Voter Registration Act of 1993 that is commonly referred as the National Change of Address (NCOA) program.

If you reported a change of address to the U.S. Postal service in the last year, and the voter registration address on file in our office does not match this address, we are required by law to update your address and send you an NCOA card.

If you receive a card, don't throw it away! Please check the box that applies, SIGN the card, and return it to our office.

What do I need to do?

If the new address is correct, please sign and return the prepaid NCOA postcard to our office. You will get a new voter card from our office with your address change in a few weeks.

If the new address is incorrect, but still within Dubuque County, please write down your new address on the card, SIGN THE CARD, and return the prepaid NCOA card. We will update your voter record and send you a new card.

An individual who has power of attorney does **not** have the authority to sign a NCOA card on behalf of a voter. If a voter is unable to sign, the voter can use a rubber stamp or mark to sign it.

If you moved outside of Dubuque County, please write down your correct address, SIGN and return the prepaid NCOA card and we will remove you from our county voter list.

IMPORTANT NOTE: This change will not register you to vote in a county outside of Dubuque County. You will still need to re-register in your new jurisdiction. You can find of list of Addresses for all Iowa Auditors:

<https://sos.iowa.gov/elections/auditors/auditorslist.html>

What do I do if I get a card for someone that doesn't live at my address?

Indicate on the prepaid NCOA card that the person does not live at your address, SIGN the card and return it to our office.

We will then place this voter on inactive status, as we cannot cancel the registration without the signature from the voter, unless, we receive notice from another county that the voter has registered there, we get notice that a voter has died, has been convicted of a felony, or the voter has not voted in the last two general elections.

If we do not receive the card, the law requires us to assume the person still resides at the address. You may continue to get mail for this person. If you know this person, we encourage you to contact them and have them contact our office.

What are common problems with the NCOA process?

- An address change by one family member may have been reported to the U.S. Post Office as a change for the whole family.
- "Snow Birds" who maintain a winter address outside Iowa and have reported a long-term address change to the Postal Service may receive a NCOA card.
- The NCOA card is returned with NO signature. We can't process any information with no signature.