

# State of Wisconsin \ Government Accountability Board

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**DATE:** May 16, 2013

**TO:** Wisconsin County Clerks  
Wisconsin Municipal Clerks  
City of Milwaukee Election Commission  
Milwaukee County Election Commission

**FROM:** Michael Haas  
Elections Division Administrator

Ann Oberle  
UAT Testing Lead

**SUBJECT:** 2012-2013 Four –Year Voter Record Maintenance Update  
Inactivation of Voters Who Did Not Respond to the Notice of Suspension of Registration

The 2012-2013 Four-Year Voter Record Maintenance process is almost complete, and the Government Accountability Board (G.A.B.) would like to thank all clerks for their cooperation in this statewide initiative. Yesterday evening, May 15, 2013, the G.A.B. inactivated voter records of individuals who did not respond to the Notice of Suspension of Registration sent on April 15, 2013. Voters in “Active –Suspended (4 Years Notice)” status were updated in the Statewide Voter Registration System (SVRS) to the status of “Inactive – 4 Year Maintenance.”

A list of voters who were mailed Notice of Suspension postcard will be available on the G.A.B.’s Election Data Website (<http://electiondata.gab.wi.gov>), which utilizes Microsoft Dynamics CRM (CRM). The CRM list will be available until June 15, 2013. The list will display the voter’s status as of May 15, 2013. Clerks should print or export this list for their records and use the file to identify registrations that may be destroyed after four years. See Wis. Stat. § 7.23(c). Relier clerks should work with their SVRS Provider clerk on the details for getting their list of voters who were sent postcards. The CRM list is a snapshot of the voter status as of May 15, 2013; some voters may have already reregistered. Clerks should use SVRS to verify a voter’s most current status. After June 15, 2013, clerks should use SVRS to obtain the list of voters updated in the Four-Year Voter Record Maintenance Process. Instructions for SVRS reports can be found in the Four-Year Voter Record Maintenance chapter on the G.A.B. website <http://gab.wi.gov/clerks/education-training/svrs-manual>.

Any unprocessed postcards or postcards returned after May 15, 2013 should be processed in SVRS. For voters who returned a signed Application for Continuation of Registration that was postmarked on or before May 15, 2013, the mailing can be recorded as “Return- Continue Registration” and the voter’s status in SVRS should be updated to “Active-Registered.” If a signed card comes in within the week after May 15, 2013 and there is no postmark the mailing can be recorded as “Returned Continue Registration” and the voter’s status in SVRS should be updated to “Active-Registered.” If a signed Application for Continuation of Registration is postmarked after May 15, 2013, the voter will need to reregister. The clerk may send the voter a GAB-131 Form or direct the voter to the MyVote Wisconsin website ([myvote.wi.gov](http://myvote.wi.gov)) to complete a Click and Mail application. Undeliverable postcards returned after May 15, 2013 may be recorded in SVRS, for record keeping purposes. Clerks do not need to update the voter status for postcards returned undeliverable after May 15, 2013. All postcards should be attached to the original voter registration application.

Based upon the information recorded in SVRS, of the 299,748 postcards mailed, 105,667 postcards were returned as undeliverable, 16,652 postcards were returned requesting continuation, and 177,422 postcards were not returned or were not recorded in SVRS. Once again, the G.A.B. would like to thank all clerks for their efforts in the successful completion of the 2012-2013 Four-Year Voter Record Maintenance.

Clerks with questions may contact the G.A.B. Help Desk at (608) 261-2028, or at [GABHelpDesk@wisconsin.gov](mailto:GABHelpDesk@wisconsin.gov).