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Sent: Tuesday, September 27, 2016

Subject: DMV Records in the Incomplete Queue

Good Afternoon,

In follow up to my email yesterday concerning voter registration transactions in your incomplete queue, please be advised that we will be moving the following records from your Incomplete Queue to your Review Queue:

1. The source of the application is DMV (05, 15) **AND**
2. The incomplete reasons are either CARD MISSING/UNREADABLE or NEED APPLICATION (ONLINE DMV) **AND**
3. The voter is currently in Active or Inactive status in your county **AND**
4. The application date for the incomplete transaction is more recent than the last application date on the voters' record.

If 1-4 are true, then these records will be moved to your Review Queue. Once they are in your Review Queue, process them in date order to move them through to VoterView. Of course, you must still review the records and confirm that the information from DMV matches the linked voter record. As long as you believe that the record is properly matched (same voter), you can process the VoterScan record. You will be able to process both duplicate registrations (no voter changes) *and* voter registration updates. You will not need to wait for a signature because the voter is registered (*active* or *inactive*).

We will let you know when these records have been moved over to the Review Queue. Until that time, do not mail your second incomplete notices. If you have already mailed the notices, that's fine.

I'll keep you posted.

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