

Filing Administrative Complaints

- Observe or experience a violation.**
- Create signed, sworn and notarized affidavit.**
- Submit affidavit to Commissioner of Elections or Department of Elections for your County.**
- Receive remedy or response within 90 days of complaint filing.**



If you experience a violation, there is a process to follow to register a complaint.

State of Delaware Department of Elections

COMMISSIONER

905 S. Governors Ave., STE 170
Dover, DE 19904
Phone: (302) 739-4277
Fax (302) 739-6794
Email: coe_vote@state.de.us
Website: www.elections.delaware.gov

KENT COUNTY

100 Enterprise Place, Suite 5
Dover, DE 19904
Phone: (302) 739-4498
Fax: (302) 739-4515
Website: <http://electionskc.delaware.gov>

NEW CASTLE COUNTY

Carvel State Office Building
820 N. French St., 4th Floor
Wilmington, DE 19801
Phone: (302) 577-3464
Fax: (302) 577-6545
Website: <http://electionsncc.delaware.gov>

SUSSEX COUNTY

119 N. Race St.,
P.O. Box 457
Georgetown, DE 19947
Phone: (302) 856-5367
Fax: (302) 856-5082
Website: <http://electionssc.delaware.gov>

State of Delaware Department of Elections

Administrative Complaints: Following Federal and State Procedures



Administrative

If you experience a problem with voting systems standards, provisional voting or any other voting problem covered by title III of the Help America Vote ACT of 2002 (HAVA) and wish to register a formal complaint, there is a specific process for addressing it.

You must submit your complaint to the State Election Commissioner or the Departments of Elections for your county. The complaint must be:

- ◆ In writing
- ◆ Notarized
- ◆ Signed and sworn by the voter



Affidavits must be signed and notarized

If the complaint is originally submitted to the Department of Elections for your county, it will be forwarded to the State Election Commissioner on the same day it is received.

The office of the State Election Commissioner will notify the complainant that they received the complaint and what the resolution process will be.

The Commissioner is authorized to consolidate similar complaints for the resolution purposes. If the complainant requests it, there will be a hearing for the record.

Determinations

After receiving the complaint, the Commissioner appoints a person or persons to examine it, gather data and determine if there was a violation.



Data is gathered before determinations are made.

If the person investigating the complaint determines that there is a violation, they will report this and recommend a suitable remedy to the Commissioner. The Commissioner can accept, reject or modify the recommended remedy.

If the investigator finds that there was no violation, the complaint will be dismissed. The Commissioner will publish the results of each investigation and resolution.

Timeframes

The State Election Commissioner will make a final determination with respect to a complaint within 90 days of when the complaint was received, unless the complainant consents to a longer period of time.

If the deadline is not met, the State Election Commissioner must take action to ensure that the complaint is resolved within 60 days under alternative dispute resolution procedures. All existing materials will be made available for these proceedings.



Complaints are submitted to the State Election Commissioner or the Department of Elections for your

**State of Delaware
Office of the State Election Commissioner**

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