FILING A HAVA COMPLAINT
with the Arizona Secretary of State's Office

WHAT IS HAVA?

- The Help America Vote Act requires accessible, independent, & private voting by ensuring (i) equal access & (ii) voting systems that allow for independent & private voting. 52 U.S.C. § 21081.
- Example Violations: no access to accessible voting machine, no privacy sleeve for ballot, voting machine placed too high, no privacy panels, etc.

REQUIREMENTS

- The complaint form (linked here) can also be found on the Secretary of State’s website (Elections>Voting in This Election).
- Complaints must be written, including a detailed description of the problem(s) & where/when the violation occurred.
- Complaints must be notarized. Notary services require government-issued identification to verify your identity. (Banks offer notarization for free & UPS stores charge a small fee).
- Include as much detail as possible in your complaint. If you need extra space, submit an additional description of what happened with your complaint form. This must also be notarized.

SUBMISSION

- Be sure to check the box asking if you’d like the Office of Administrative Hearings to conduct a hearing on the record.
- If you’d like help with your hearing, contact the Arizona Center for Disability Law to create an intake for assistance.
- Submit the HAVA Grievance Form within 60 calendar days of the violation to the Secretary of State’s Office: 1700 W. Washington, 7th Fl., Phoenix, AZ 85007.
- Be sure to follow all the steps carefully & keep copies of everything you submit.

RESPONSE

- A state has 90 days to make a final determination unless you consent to a longer time-period.
- If the state takes longer than 90 days, the complaint must be resolved via alternative dispute resolution within 60 days.

Current as of July 2019.

WWW.AZDISABILITYLAW.ORG

Questions? Contact ACDL
5025 E. Washington St., STE. 202
Phoenix, AZ 85034
602-274-6287

This is a guide & not intended as a substitute for legal advice.

This is a guide & not intended as a substitute for legal advice.

This is a guide & not intended as a substitute for legal advice.