



The Minnesota Participation Project: Nonpartisan Nonprofit Voter Mobilization

Residential facility employee vouching

In Minnesota, employees of qualifying residential facilities are able to vouch for the proof of residence of the residents in their facility.

What is a “residential facility”?

Residential facilities are defined as:

- Transitional Housing
- Supervised Living Facilities
- Nursing Homes
- Housing with Services, including assisted living facilities
- Veterans Homes
- Residential alcohol and chemical treatment programs
- Residential facilities for persons with developmental disabilities
- Group Residential Housing
- Battered Women’s Shelters
- Homeless Shelters

Residential facilities must submit a list of employees

Minnesota law requires that residential facilities provide a certified list of names of current employees and the address of the facility. This can be done by either filling out a [certifying form](http://www.sos.state.mn.us/Modules/ShowDocument.aspx?documentid=4299) (<http://www.sos.state.mn.us/Modules/ShowDocument.aspx?documentid=4299>) or writing a list of employees on letterhead with the facility’s name and address and the date, name, title and signature of person certifying employees and sending it to the appropriate county auditor at least 20 days before each election. If there is more than one facility in different precincts and/or if employees only work at one of the facilities, each facility must have its own certifying letter. Employees can be listed on more than one of the certified employee list if they work at more than one facility.

Employees who can demonstrate that they are employed at a residential facility are allowed to vouch for residents even if their names do not appear on the list. Employees can provide documentation of their employment to election judges in a variety of ways, including providing an employee ID badge or a certification of their employment signed by the facility’s manager on the facility’s letterhead.

Employees do not have to live in the precinct in which they are vouching, but they must be Minnesota residents and eligible Minnesota voters, although do not need to be registered themselves. There is no limit to the number of people for whom employees may vouch.

Things to do in order to vouch for residents

- Discuss same day registration and get buy-in from your staff to vouch for residents
- Submit a letter (or form) of employees to local county auditor 20 days before the election
- As Election Day gets closer, estimate number of residents who will need a voucher
- Find the polling place and make a plan to get all residents and vouchers to the sites!

For more information about residential facility employee vouching please see the Secretary of State’s website: <http://www.sos.state.mn.us/index.aspx?page=1181> or their [list of frequently asked questions](http://www.sos.state.mn.us/Modules/ShowDocument.aspx?documentid=4300) (<http://www.sos.state.mn.us/Modules/ShowDocument.aspx?documentid=4300>).