As required by § 24.2-428.2 of the Code of Virginia, the registration of any registered voter who did not take action in response to an official request for confirmation of their address within the time allowed by law has been cancelled and their name removed from the list of registered voters for the City/County of \_\_\_\_\_. The full text of this statute is available through the Department of Elections website ([www.elections.virginia.gov](http://www.elections.virginia.gov)) under the top line heading for Election Law.

If you feel you were removed in error, please contact this office during regular office hours. Or, if you are qualified to vote, you may complete and send a new voter registration application to this office. Contact this office if you need help obtaining a voter registration application or completing it.

Our office number is [LIST LOCAL GR NUMBER]. Our office hours are \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_. You may also call the Virginia Department of Elections at 1-800-552-9745 for further information.

Thank you for helping us protect your right to vote.

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General Registrar

Dated: \_\_\_, 201\_