

## Introduction

The Colorado Address Confidentiality Program (ACP) provides services to survivors of domestic violence, sexual offenses, or stalking who live in Colorado and have recently relocated or are in the process of relocating to a new address unknown to the abuser.

The ACP helps survivors protect their relocated addresses by providing them with a legal substitute address and a confidential mail forwarding service. These services prevent potential abusers from locating their victims through public records.

Signed into law on July 1, 2007, the laws governing the program can be found at 24-21-201, C.R.S.

The program is available to men, women and children. The ACP will begin accepting participants by July 1, 2008.

## Program Eligibility

To be eligible to apply, you must:

- Live in the State of Colorado
- Be a survivor of domestic violence, a sexual offense or stalking who fears for his or her safety.
- Have relocated to an address that is unknown to the abuser within the past 90 days or are planning to relocate.
- Be willing to designate the address confidentiality program as your agent to receive legal documents, service of process, certified and first-class mail.
- Be able to manage with a mail delay of up to five days.
- Be at least 18 years old, or a parent or guardian acting on behalf of a minor child or incapacitated adult.

## How to Apply

The ACP does not participate in the initial application process. Application to the program must be made at a designated application assistance center. Please call the Colorado ACP or access our website for a current listing of application assistance centers.

Recommendation for participation in the program is made by an application assistant. An application assistant is someone who works at an application assistance center and has received ACP training.

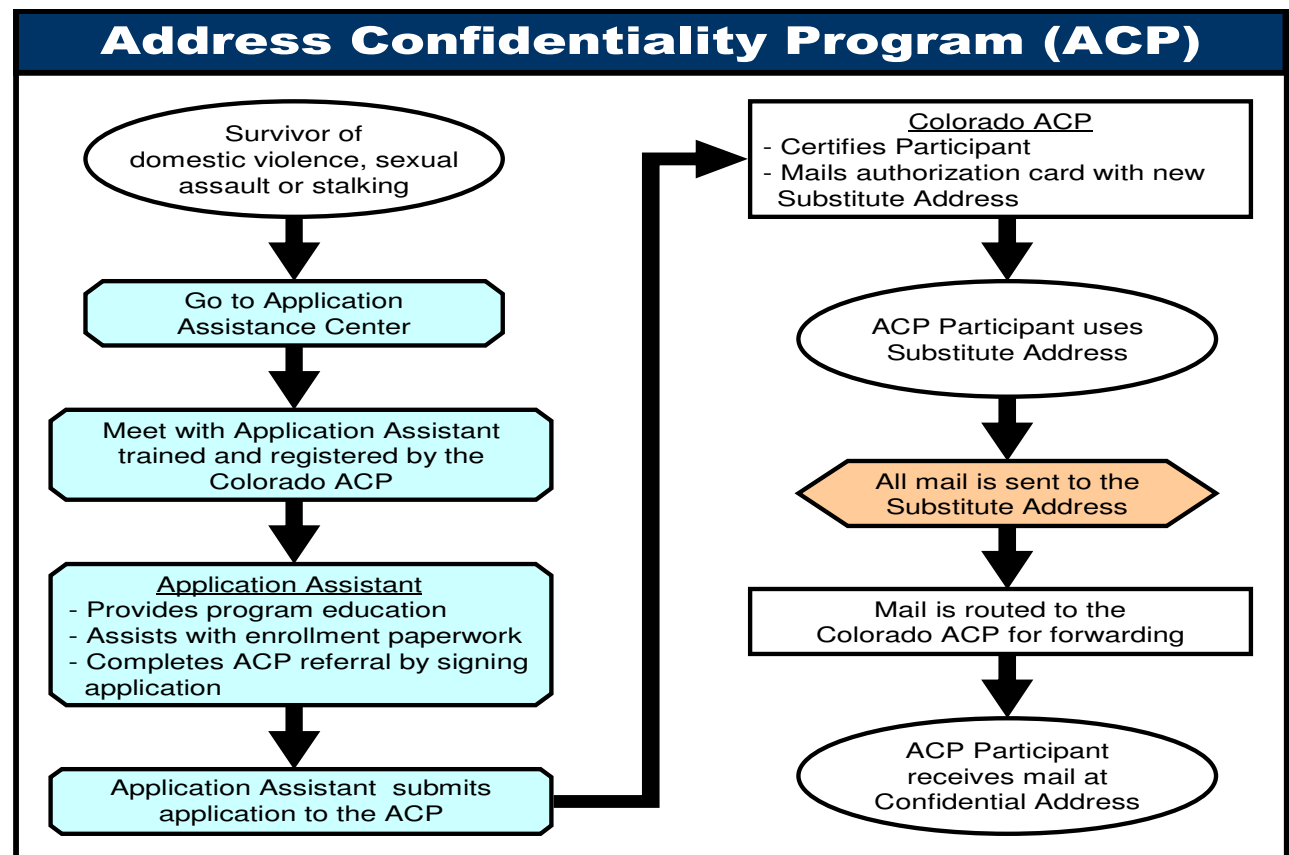
Application assistants help you decide whether the ACP should be part of your overall safety plan. They provide program instruction and assist with the completion of enrollment forms. Application assistants sign and forward enrollment forms to the ACP for processing.

## Participant Certification

The ACP reviews applications, certify applicants as program participants and issues participant authorization cards. ACP certification is effective for four years. Participants may cancel their enrollment at any time, or, at the end of four years, they may renew their certification.

## Using the ACP Authorization Card

ACP authorization cards identify program participants and authorize use of the substitute address reflected on the card. Participants must present an authorization card to state and local government agencies in order for the substitute address to be accepted. Private companies do not have to accept the substitute address, but many may be willing to do so. Don't hesitate to ask.



## Participant Voter Registration

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Participation in the program allows eligible voters to vote by absentee ballot. An ACP participant's actual address will not appear on any list of registered voters made available to the public.

## Program Confidentiality

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The ACP is prohibited from disclosing participants' actual addresses and telephone numbers except under the following two circumstances:

- When the ACP is presented with a court order to release information.
- When an ACP participant is the subject of an investigation by a law enforcement agency.

The ACP can verify whether an authorization card is current and valid, but will not release the name of any participant.

Since all participants are issued the same substitute address, the substitute address is not confidential.

## Program Cancellation

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The ACP may cancel participant certification for any of the following reasons:

- Knowingly submitting false information on the program application.
- Failing to notify the ACP of a name, address or phone number change within seven days of the change.
- If forwarded mail is returned as undeliverable.
- If a program participant requests to withdraw their enrollment.

## Is the ACP the Right Program for You?

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- Are you a survivor of domestic violence, sexual assault or stalking?
- Do you fear for your safety?
- Does your abuser know your location? If so, and you do not plan to move, the program will not help you.
- Do you have an overall safety plan? The ACP can be an important addition to a safety plan, but used alone, will not keep you safe.
- Do you think the use of a substitute address will help minimize a particular danger or risk?
- Are you willing to have your mail delayed - sometimes up to 5 days?
- Are you willing to make the program your agent for service of process and receipt of mail? This means that when the ACP receives a certified document on your behalf, legally, you have accepted that document.
- Are you willing to make sure that the ACP knows how to locate you for as long as you are enrolled in the program?
- Do you own property? If so, you may want to contact the ACP to talk about some special issues specific to property ownership before enrolling.

### Contact the Colorado ACP

**Mail:** Colorado ACP  
1001 East 62<sup>nd</sup> Avenue  
Denver, Colorado 80216

**Phone:** 303-869-4911  
**Toll-free:** 1-888-341-0002  
**TTY:** 1-800-659-2656

**Website:** [www.acp.colorado.gov](http://www.acp.colorado.gov)

**E-mail:** [acp@sos.state.co.us](mailto:acp@sos.state.co.us)

State of  
**Colorado**



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# Address Confidentiality Program



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***Providing relocated victims  
of domestic violence,  
sexual offenses or stalking  
with a means to prevent  
abusers and potential abusers  
from locating them  
through public records.***