



**INSTRUCTIONS FOR APPLICATION FOR  
BALLOT BY MAIL**



- 1. Name** - Print name as you are registered to vote.
- 2. Residence Address**- Give full address as shown on your voter registration certificate. If you have moved but have failed to change your voter registration address with the voter registrar, indicate your new residence address.
- 3. Instructions for having your ballot mailed:** Balloting materials must be mailed to the
  - residence or mailing address indicated on your voter registration application or
  - Voting by reason of 65 years of age or older or disability, the mailing address may be a facility as indicated on the application,
  - moved but failed to change address and are having a ballot mailed to the new residence

The early voting clerk will mail you a ballot if you are still qualified to vote together with a statement of residence. You are required to return the statement with your ballot. The residence address or mailing address on the statement of residence must match the mailing address on the application for ballot by mail. If these two addresses do not match, your ballot will not be counted.

- a person related to you by 2nd degree by affinity or 3rd degree by consanguinity if you are temporarily living at that address. Relatives include parent, child, brother, sister, grandparent, grandchild, great-grandchild, great-grandparent, uncle, aunt, nephew, niece, spouse, spouse's parent, son-in-law, daughter-in-law, brother's spouse, sister's spouse, spouse's brother, spouse's sister, spouse's grandparent. If the reason for applying to vote by mail is confinement in jail, the address to mail your ballot must be either the jail or a relative as stated above.

**4. You may return your application in person\*, by mail, common or contract carrier or fax** (if fax is available in the clerk's office). If you use common or contract carrier, it must be a business for profit carrier and the primary business of which is transporting or delivering property for compensation. To be eligible to submit an application by fax, you must fax the application from outside the county. Improper delivery will cause the application to be rejected for a ballot. \* If early voting in person has begun, you can not submit your application by personal delivery to the clerk.

**5. SIGN YOUR APPLICATION** - If you cannot sign, you must have a person witness your mark. If a person helped you fill out this application, he/she must give their name and address in the box immediately below your signature.

In any single election, it is a Class B misdemeanor for any person to sign a ballot application as a witness for more than one applicant. A person may sign more than one application as a witness if the second and subsequent applications are related to the witness as parent, spouse, child, sibling, or grandparent.

**6. Deadline** - Your application must be received by the early voting clerk not earlier than the 60th day and not later than the 7th day before election day. If the 7th day is a weekend or holiday, the deadline is the first preceding business day.





