



# Vote by Mail Process and Trends

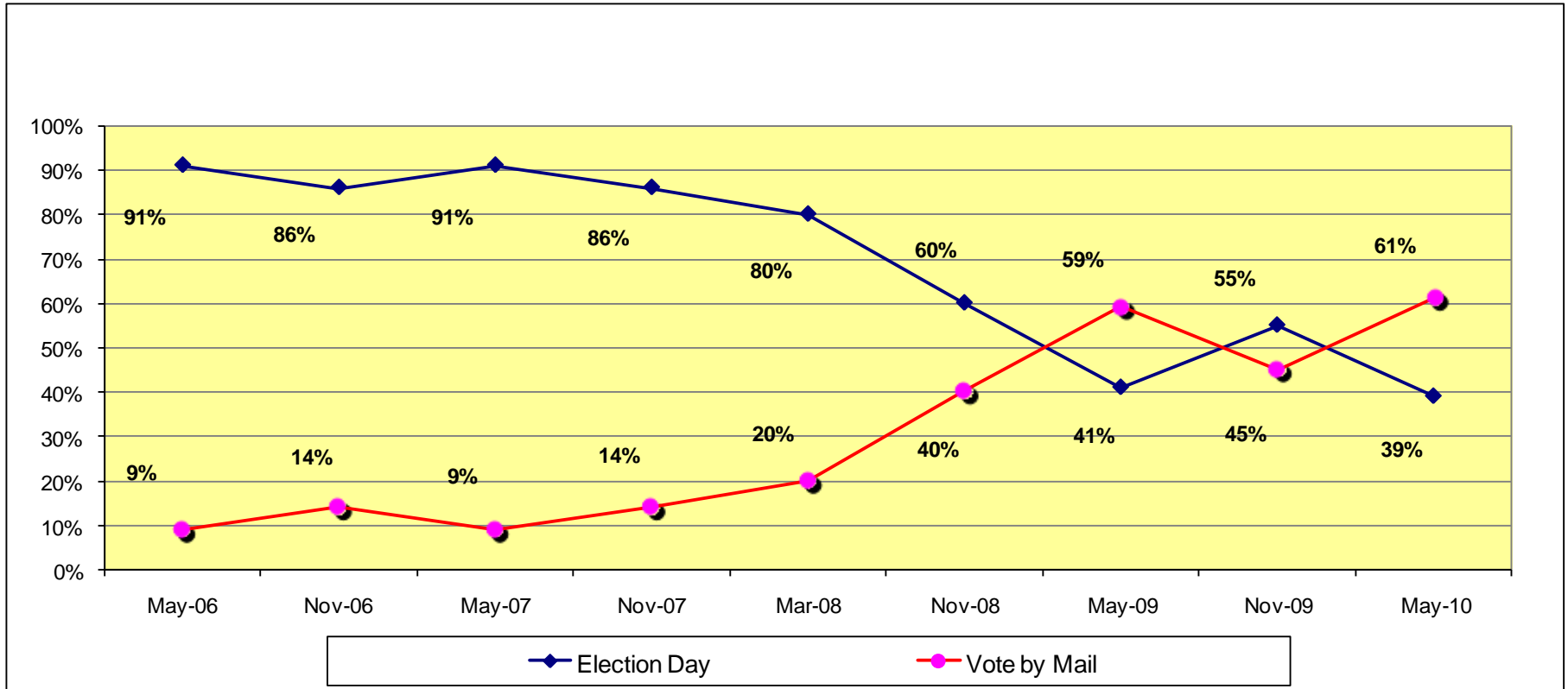


# Overview

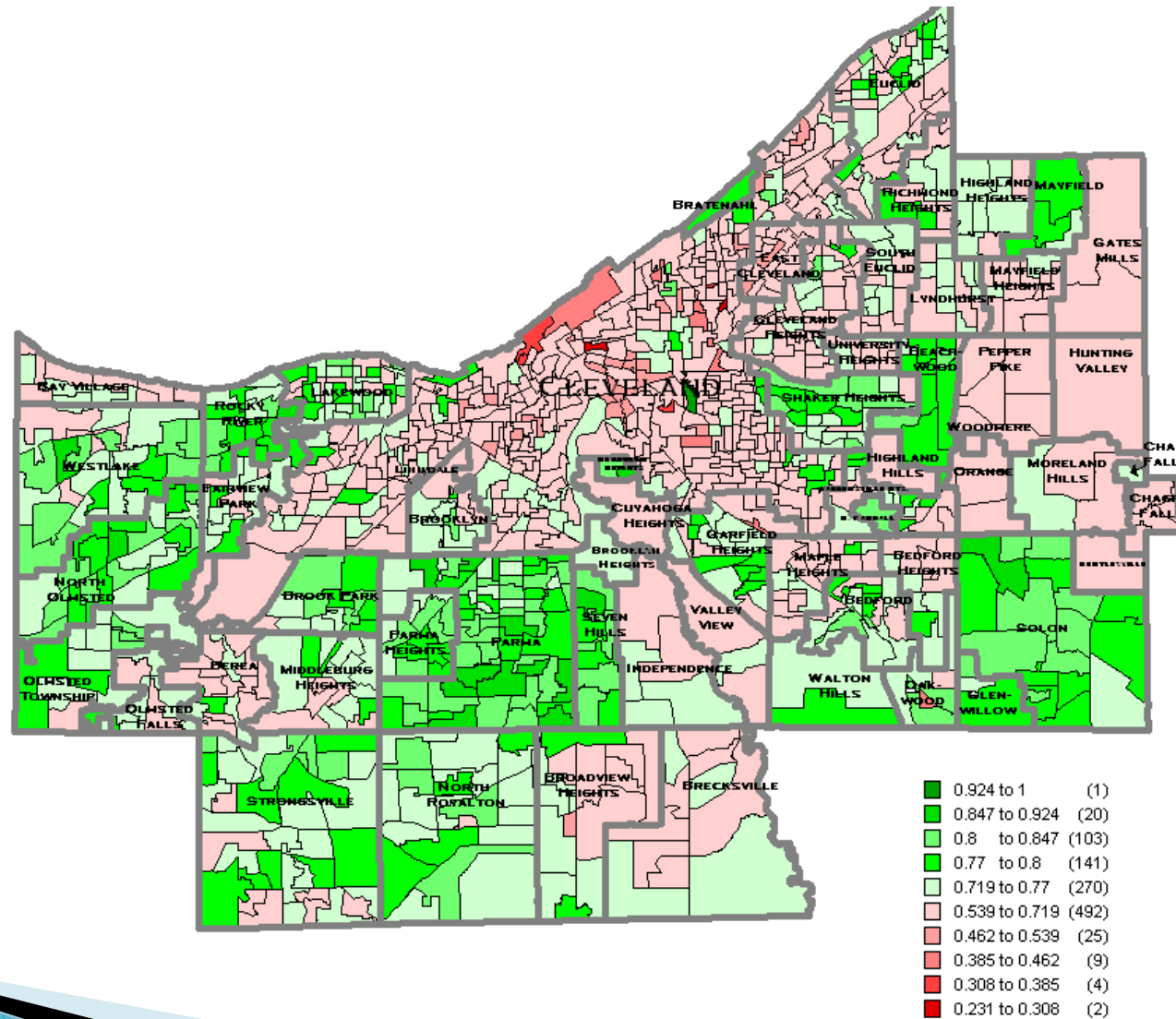
- ▶ **Vote by Mail Trends**
  - Growing Interest
  - Return Rates
- ▶ **Vote by Mail Applications**
  - Who is eligible?
  - Required Information
  - Schedule for mailing
  - Information for Candidates
- ▶ **Vote by Mail Ballots**
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  - Information for Candidates



# Vote by Mail Trends



# Ballot Return Trends





# Vote by Mail Applications

- ▶ Eligibility to Vote by Mail
  - All Registered voters are eligible
    - No Excuse or reason required
  - Active Voters will receive an Application in the mail
    - Sent 2 weeks before ballots are available
    - Barcoded for easy, accurate data entry
  - Applications also available at:
    - BOE website
    - BOE main office
    - public libraries

| Vote by Mail Application                          |                                                                                  | Barcode                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|---------------------------------------------------|----------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| September 7 <sup>th</sup> , 2010 Primary Election |                                                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Registered Voting Name and Address                |                                                                                  | Please fill out only if ballot must be sent to a different address                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| <b>1</b>                                          | Anita G Sandor<br>25906 Warrensville Center Rd<br>Warrensville Heights OH, 44022 | Address _____<br>City _____<br>State _____ Zip Code _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>2</b>                                          | You must provide your <b>Date of Birth</b>                                       | _____/_____/_____<br>Month / Day / Year                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| <b>3</b>                                          | You must provide one form of <b>Identification</b>                               | <input type="checkbox"/> The last four numbers of your Social Security Number: _____<br>OR<br><input type="checkbox"/> Your Ohio driver's license number _____<br>OR<br><input type="checkbox"/> Provide a copy of a current and valid photo identification, military identification, or a current (within the last 12 months) utility bill, bank statement, government check, paycheck or other government document (other than a voter registration notification mailed by a board of elections) that shows your name and current address.<br><small>(PLEASE NOTE: Your drivers license number begins with 2 letters and ends with 6 numbers. The number above your drivers license picture is not valid for voting purposes.)</small>                                                               |
| <b>4</b>                                          | <b>Party Affiliation</b> Check one:                                              | <input type="checkbox"/> Democratic <input type="checkbox"/> Green <input type="checkbox"/> Issues only<br><input type="checkbox"/> Libertarian <input type="checkbox"/> Republican                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>5</b>                                          | <b>Signature of Voter</b>                                                        | I wish to have a ballot mailed to me at the address listed above for the September 7 <sup>th</sup> , 2010 Primary Election. I understand that if a ballot is mailed to me and I change my mind and appear at my polling place to vote on September 7 <sup>th</sup> , 2010 Primary Election Day, I will be required to vote a provisional ballot that cannot be counted until at least 10 days after the election.<br>I hereby declare, under penalty of election falsification, I am a qualified elector and the statements above are true to the best of my knowledge and belief. I understand that if I do not provide the requested information, my application cannot be processed. WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.<br>X _____ DATE SIGNED _____ |
| Phone number (Voluntary) _____                    |                                                                                  | E-mail Address (Voluntary) _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

# Vote by Mail Applications

## ▶ Required Information

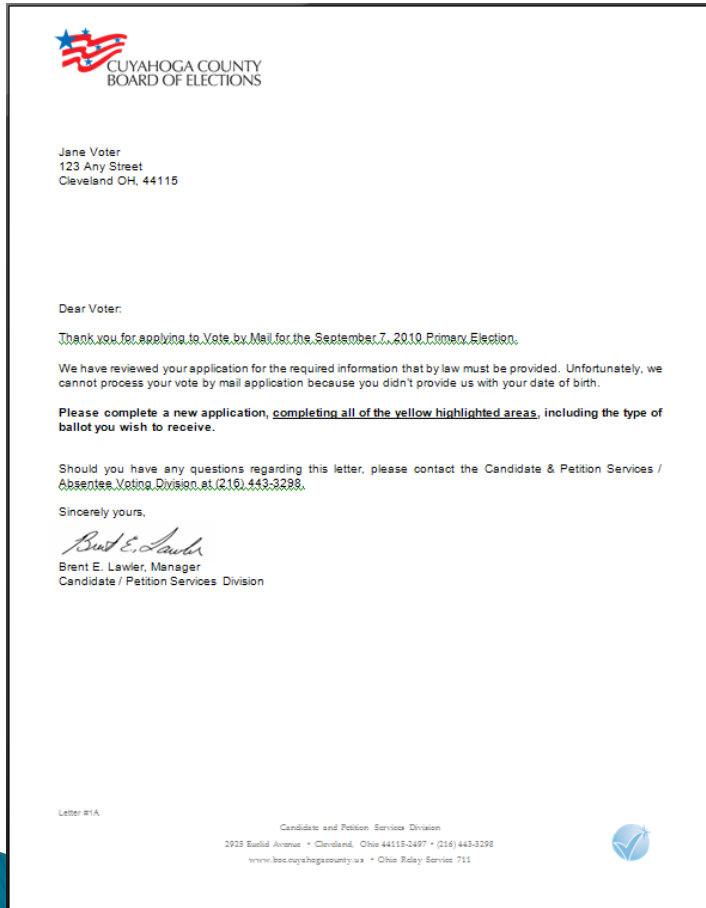
- Voters MUST provide ALL of the following:
  - Name
  - Address
  - Date of Birth
  - One form of Identification. Either:
    - Driver's License Number, or
    - Last 4 digits of Social Security Number, or
    - Other documentation including photo ID card, Utility Bill, paycheck, government check, or other government document
  - Political Party Affiliation
  - Signature

Complete the following information:

1. Check that your Name and Address are correct.
2. Provide your Date of Birth
3. Provide one form of Identification
4. Check the box for your Party Affiliation
5. Provide your Signature

COMPLETE ALL HIGHLIGHTED AREAS OR YOUR APPLICATION CANNOT BE PROCESSED

# Vote by Mail Applications



- ▶ Missing Required Information
  - If any required information is missing from an application, the BOE will:
    - Record the incomplete application in our database
    - Mail the voter a letter describing the missing information
    - Include a new application so the voter can correct the error

# Vote by Mail Applications

## ▶ Mailing Schedule

- Applications will be sent to Active voters 2 weeks before Absentee Voting begins
  - Applications for September will be mailed on July 21<sup>st</sup>
  - We will be mailing almost 692,000 applications
- Applications are accepted starting January 1<sup>st</sup> for all elections in a given year
- Applications must be received by the Saturday before the election
  - The BOE offices are open until 12:30 pm that day

# Vote by Mail Applications

**Absentee Voter Labels**

DATA ON THIS PAGE INCLUDES ABSENTEE VOTERS REQUESTED THROUGH 07/12/2010  
NOTE: FIELDS MARKED \* ARE REQUIRED.

\*Election Date:

Dates Issued: From:  To:

Party:

\*District Type:

[Print Report 5160 Labels](#) [Export](#)

## ▶ Information for Candidates

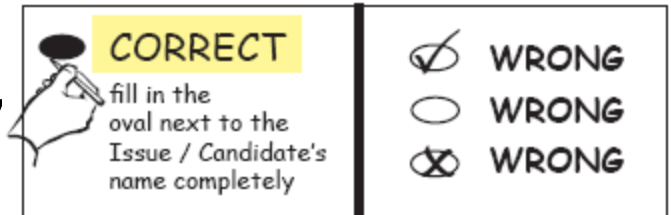
- A database of applications received can be accessed through the BOE website
  - Selectable by District, Party, and Date Processed
  - Can print mailing labels directly (Avery 5160)
  - Can be downloaded to Excel
- Mailing labels are no longer available for purchase from the BOE office

# Vote by Mail Ballots

## ▶ Completing the Ballot

- Voters should read and follow the Instructions printed on the Ballot

- Fill the selected Oval completely
- Use Black ink
- Do NOT cross out or erase marks
  - Call the BOE and request a new Ballot instead
- Do not remove the stub
- Do not mail back damaged or soiled Ballots
  - Call the BOE and request a new Ballot instead



# Vote by Mail Ballots

## ▶ Completing the Identification Envelope

**Print your Address, City and Zip**

**Print your Name**

**Date of Birth**

**Party (Primary Election Only)**

**Date of Election**

**Make sure you sign your name and put in the date**

**"One" of the following**

- Drivers License Number
- Last 4 digits of SS number
- Or a copy of one of the listed documents

**IDENTIFICATION ENVELOPE STATEMENT OF VOTER**

Form No. 12-A-02A (08-09) R.C. 3599.04, 3510.05

I, \_\_\_\_\_ (Print Name of Voter)

I hereby declare, under penalty of election falsification, that the statements above are complete and true to the best of my knowledge and belief.

X \_\_\_\_\_ SIGNATURE OF VOTER Date Signed \_\_\_\_\_

**FAILURE TO COMPLETE THE REQUIRED HIGHLIGHTED AREAS WILL RESULT IN YOUR BALLOT NOT BEING COUNTED.**

**WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.**

I am a qualified elector of the state and my voting residence in Ohio is: \_\_\_\_\_ (Print Address)

You must provide your birth date: \_\_\_\_\_ and ONE of the following:

Your Ohio driver's license number: \_\_\_\_\_ OR (Print or attach a copy of any other document)

The last four digits of your social security number: \_\_\_\_\_ OR

In lieu of providing either of the above numbers, I am enclosing a COPY of one of the following in the return (outside envelope in which this identification envelope will be mailed): a current and valid photo identification, a military identification, a current (within 12 months) utility bill, bank statement, government check, paycheck or other government document (other than a voter registration notification mailed by a board of elections) that shows my name and current address.

Election at which I am voting (check which election, and if primary election, specify which ballot you have returned):

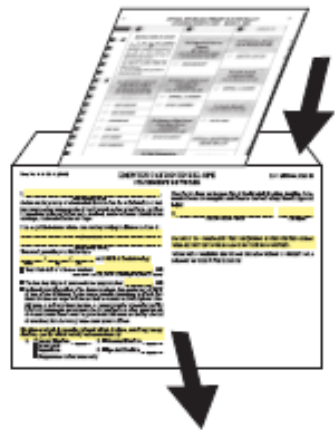
1. Primary Election \_\_\_\_\_ 2. General Election \_\_\_\_\_

Democratic  Republican  Special Election \_\_\_\_\_

Nonpartisan and/or issue only

- The Ballot MUST be returned inside the ID Envelope
- The ID Envelope MUST be sealed
- The following information MUST be completed:
  - Voter's Printed Name
  - One form of Identification
    - Driver's License Number, or
    - Last Four Digits of Social Security Number or,
    - Another form of ID
  - Voter's Signature
  - If the voter is changing major political parties:
    - Form 10-Z must be completed and returned with the Ballot
- If a voter fails to complete all required information the Ballot will be challenged and a letter will be sent.
  - Voters have until the 10<sup>th</sup> day after the election to come to the BOE office and correct the error

# Vote by Mail Ballots



★ Leave Stub A on each ballot page. Your vote will not be counted if you take them off.

★ Fold the Ballot pages to the way you received them. Place your ballot inside the Identification Envelope. Seal the envelope.

★ Now put this in the Return Envelope and Seal it. No stamp is needed.



- ▶ Returning the Voted Ballot
  - The voted Ballot, with stub attached, must be inside the ID Envelope
  - The ID Envelope must be completed
  - The ID Envelope should be sealed in the provided return envelope
  - Ballots must be postmarked by the day BEFORE election day.
  - Ballots must arrive at the BOE by the 10<sup>th</sup> day after the election.

# Vote by Mail Ballots

## ▶ Information for Candidates

- A database of Ballots returned can be accessed through the BOE website
  - Selectable by Election, District, Party, and Date Processed
  - Can be downloaded to Excel
  - Identifies whether a Ballot has been challenged

**Absentee Voter Ballots Returned**

NOTE: FIELDS MARKED \* ARE REQUIRED.

**Election Date:** 05/04/2010: MAY 4, 2010 PRIMARY ELECTION ▼

**Dates Returned:** From: 5/1/2010 To: 5/1/2010

**Party:** Democrat ▼

**District Type:** Municipality District ▼

**District:** BAY VILLAGE ▼

**Precinct:** BAY VILLAGE -01-A ▼

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# Other Absent Voters' Services

## ▶ In-House Voting

- Voting is available at the BOE main office starting 35 days before the election
- Voting at the BOE on Election Day requires a Provisional Ballot



## •Nursing Home Voting

- Bipartisan teams of BOE employees are available to assist nursing home residents in completing their ballots

## •Disabled and Hospital Voting

- Disabled voters and those confined to a Hospital (or their immediate family) on Election Day may have BOE employees deliver ballots to them