



Vicki Miller Absentee Election Manager
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RULES AND GUIDELINES FOR ABSENTEE BALLOTS

FOR THE OCTOBER 4TH, 2016 MAYORAL RUNOFF ELECTION PLEASE READ AND FOLLOW CAREFULLY

Applications for Absentee ballots must be filed in the office of the City Clerk not less than five (5) days prior to the Election. The deadline to apply is Thursday, **September 29, 2016 by 5:00 p.m.** **No applications or ballots will be given out after this date unless the following applies:**

1. You may vote medical or business emergency, if you qualify, on Friday, September 30, 2016 and Monday October 3, 2016.
2. The business emergency application requires that you sign an affidavit stating you were not aware until after the September 29th deadline that you had to go out of town on business.

Applications are also available at City Hall or can be downloaded from the link listed.

After completed and signing the application, the voter may hand the application to the Absentee Election Manager/City Clerk or forward it by U.S. Mail (No overnight packages are accepted).

NO ONE IS ALLOWED TO BRING IN AN APPLICATION FOR ANOTHER PERSON (Not even a family member). The only exception being a Designee for a Medical Emergency.

By law, the Absentee Election Manager/City Clerk can only *accept one application per envelope* that is received by U.S. Mail. The application must provide the Alabama residence where the voter is registered to vote even if the ballot is to be mailed to another address where the applicant/voter regularly received mail.

The Absentee Election Manager/City Clerk may hand the ballot to the applicant/voter or forward by U.S. Mail to the applicant's voter's residence address or upon written request to the address where the applicant/voter receives mail.

NO ONE CAN RECEIVE OR RETURN A BALLOT FOR ANY OTHER PERSON (Not even a family member) exception being a Designee for Medical Emergency.

INSTRUCTION WILL ACCOMPANY EACH BALLOT AND MUST BE FOLLOWED CAREFULLY TO INSURE THAT YOUR BALLOT IS COUNTED.

A copy of identification must accompany the ballot. The law provides for Provisional Ballot where:

1. Identification is not properly provided
2. The voter is not identified as appearing in the precinct for which the voter seeks a ballot.
3. An absentee precinct inspector or clerk has knowledge that the individual is not entitled to vote at the precinct applicable to the voter's ballot and challenges the voter's right to vote a particular ballot.

The law provides ways for voters to correct deficiencies so that provisional ballots can be counted.

Ballots must be returned by the voter in person to the Absentee Election Manager/City Clerk's office no later than 5:00 p.m. on Monday October 3, 2016, or if mailed must be postmarked no later than one day prior to the election and received in the mail no later than noon on October 4, 2016.

Business emergency ballots must be voted in the office in person and handed to the Absentee Election Manager/City Clerk. Medical emergency ballots must be returned no later than noon on Election Day.

Any person desiring to vote Absentee may come by the City Clerk's office at Satsuma City Hall, 5464 Old Highway 43, Satsuma, AL. during the hours of 7:30 A.M. to 11:30

A.M. and from 1:00 to 5:00 P.M. Monday-Thursday and from 7:30 A.M. to 11:30 A.M. on Friday. The mailing address is Post Office Box 517, Satsuma, AL 36572.

If you need further information about voting Absentee you may call the Absentee Election Manager/City Clerk at 251-675-1440 X304.