

State of Iowa
UOCAVA Electronic Ballot Transmission
Absentee Voting Instructions

Read these instructions before you mark the ballot. If you need help marking your ballot due to a physical disability or inability to read, you may choose any person to help you except your employer, your employer's agent, or an officer/agent of your union.

Contact the Iowa Secretary of State's Office or your county auditor if you have any questions.

Secretary of State's Office

Phone: 1-888-SOS-VOTE

Email: uocava@sos.iowa.gov

Fax: (515) 281-4682

County Auditor

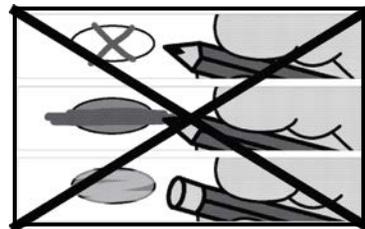
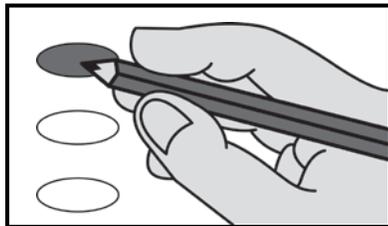
Phone: _____

Email: _____

Fax: _____

Absentee Voting Instructions

- 1. Read and mark your ballot carefully.**
- 2. Fill in each oval completely next to your choice.** Do not use an X or a ✓. Ballots that are not marked correctly cannot be counted.



Each office title lists the number of candidates for which you may vote. Do not mark more ovals than that number. You may choose to vote for fewer candidates, or you may skip any race.

If you mark too many ovals in a race, the votes for that race cannot be counted. The other correctly marked races will be counted.

To cast a write-in vote for a person whose name is not on the ballot, write the name on the write-in line below the candidates' names and fill in the oval in front of the name you wrote.

3. Review your ballot.

Do not erase, cross out mistakes, or make any mark that would identify your ballot later. If you make a mistake, print a new ballot and start over.

4. Return your ballot.

Returning Your Ballot by Mail

- A. Place your voted ballot in a plain envelope. Do not put anything else in this envelope.
- B. Seal the envelope. If the envelope is not sealed, your ballot cannot be counted.
- C. Complete and sign the affidavit envelope form.

If you do not sign and fill out the affidavit form completely, your ballot cannot be counted. You must complete this form even if you are already registered to vote.

- D. Attach the affidavit envelope form to the outside of the envelope containing your voted ballot using either glue or tape.
- E. Complete the return envelope form with your return mailing address.

Print the return envelope directly onto a blank envelope or print the return envelope and glue or tape it to a blank envelope.

- F. Place the affidavit envelope containing your voted ballot inside the return envelope.
- G. Seal the return envelope.
- H. Mail the ballot.

If you use the U.S. Postal Service or the FPO/APO mail system and the return envelope form provided, postage is free. Otherwise, you must pay the postage.

Your ballot must be postmarked on or before the postmark deadline: _____ or it cannot be counted.

Postmarks are not guaranteed, so mail your absentee ballot early enough that it arrives before election day.

Even if postmarked on time, mailed ballots must also be received in the county auditor's office by the receipt deadline: _____. Ballots received after the receipt deadline cannot be counted.

You may ONLY email or fax your ballot IF:

- You are an active member of the army, navy, marine corps, merchant marine, coast guard, air force, or Iowa National Guard and you are currently stationed outside the U.S. or any of its territories OR
- You are located in an imminent danger pay area as designated by the U.S. Department of Defense.

A list of imminent danger pay areas can be found on the Secretary of State's website:
<http://sos.iowa.gov/elections/pdf/imminentdanger.pdf>.

If you choose to return your voted ballot by email or fax, you must sign a statement waiving your right to a secret ballot and affirming that you are in an imminent danger pay area or you are an active member

of the army, navy, marine corps, merchant marine, coast guard, air force, or Iowa Nation Guard and are currently stations outside the U.S. or any of its territories.

- A. Complete the acknowledgment/secretcy waiver sheet.
- B. Complete and sign the affidavit envelope form.

If you do not sign and fill out the affidavit form completely, your ballot cannot be counted. You must complete this form even if you are already registered to vote.

- C. Return your voted ballot and completed forms by emailing or faxing to one of the following:

Email: _____ Fax: _____

Be sure to include the acknowledgment/secretcy waiver sheet and the affidavit envelope form in your email or fax. Only send your ballot once.

Ballots must be received before the polls close on Election Day (Central Standard Time). Late ballots will not be counted. Deadline: _____ at _____ p.m.

If you have any questions or want to confirm that your ballot was received, contact your county auditor or the Secretary of State using the contact information at the beginning of these instructions.

Designating Someone to Return Your Ballot

You may designate someone else to deliver or mail the ballot for you. If you choose to have someone else return your voted ballot, you may ask that person to give you a receipt.

If the person is mailing your ballot for you, it must be sent no later than 72 hours after it is picked up. The ballot must be postmarked on or before the postmark deadline and received in the county auditor's office by the receipt deadline.

Receipt Deadline: _____

If the person is personally delivering your ballot to the county auditor's office, it must be delivered before the polls close on Election Day and no later than 72 hours after it is picked up.

RECEIPT FOR ABSENTEE BALLOT

Election Name and Date: _____

Name of Designee: _____ Phone Number: _____

Political Party, Candidate, or Committee (if any): _____

By signing below, I swear or affirm that I will mail or deliver the absentee ballot by the deadline and within 72 hours of receiving the ballot.

5. Designee's Signature: _____

Date and Time: _____

Mailed Absentee Ballot Affidavit Envelope

Type / Date of Election: _____

Abs. Seq. #: _____

1. Complete and sign this affidavit. Your absentee ballot will not be counted if it not completed and signed.
2. Place your voted ballot in this envelope. Seal the envelope.
3. Place this envelope in the return envelope and mail it to your county auditor's office. Return your ballot on time or it cannot be counted.

Return Deadline: Ballots returned in the mail must be postmarked **before** election day and be received no later than noon on the Monday after the election. Ballots returned in person must be delivered to the auditor's office before the polls close on election day.

Name: _____
First Name Middle Name Last Name

Iowa Voting Residence: _____
House Number and Street Name or Rural Route City Zip

Identification Number: _____ OR _____
Iowa Driver's License Number Last 4 Digits of Social Security Number

Sex: Male Female **Date of Birth:** ____/____/____ **Party Affiliation:** (Primary Election only) Democratic Republican

I swear or affirm, under penalty of perjury, that I am:

1. A member of the Uniformed Services or merchant marine on active duty; or an eligible spouse or dependent of such a member; or, a U.S. citizen residing outside the U.S.; or, a U.S. citizen outside the U.S.; and
2. I am U.S. citizen, at least 18 years of age (or will be by the date of the election) and I am eligible to vote in the requested jurisdiction; and
3. I have not been convicted of a felony, or other disqualifying offense, or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated; and
4. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S., except the jurisdiction cited on this affidavit.

The information on this form is true, accurate and complete to the best of my knowledge. I understand that a material misstatement of fact in completion of this document may constitute grounds for conviction or perjury.

Signature: _____

This ballot will only be eligible for counting if it is received by the auditor's office before the polls close on election day or postmarked before election day and received by the deadline listed in the voting instructions included with this ballot.

Postmarks are not guaranteed!

Mail the ballot early to make sure it is received on time. Track the status of your absentee ballot at www.sos.iowa.gov.

Election

Serial Number

NAME AND COMPLETE ADDRESS



US POSTAGE PAID

39 USC 3406

PAR AVION

OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST-CLASS MAIL

NO POSTAGE NECESSARY IN THE U.S. MAIL - DMM 703.8.0

TO:

**State of Iowa
Acknowledgment/Secrecy Waiver**

Use this form ONLY if you meet the following qualifications:

- I am the voter named on this form and the person returning this ballot.
- I am eligible to return my ballot by fax or email because:
 - I am located in an “imminent danger pay area” as designated by the U.S. Department of Defense
 - OR
 - I am an active member of the army, navy, marine corps, merchant marine, coast guard, air force, or Iowa National Guard and am currently stationed outside the U.S. or any of its territories.
- I understand that my voted ballot will not be secret because I am returning it by fax or email. I hereby waive my right to a secret ballot.

1. Read the statement and sign below.

By signing my name below, I swear or affirm that I meet the above qualifications:

Voter Signature: _____ **Date:** _____

2. Be sure to return all of the following items:

- Acknowledgment/secrecy waiver cover sheet (must be signed)
- Voted ballot
- Affidavit envelope form (must be signed and properly completed)

3. Send all items to your county auditor by one of the following methods:

Email: _____

Fax: _____

Mail: _____

If you do not wish to waive your secrecy you may mail your ballot (See instructions for ballot packaging)

Iowa Secretary of State's Office
1-888-SOS-VOTE (1-888-767-8683)
uocava@sos.iowa.gov
Fax: (515) 281-4682

OFFICE USE ONLY

Voter's Name: _____

Absentee Sequence Number: _____ I-VOTERS Voter ID Number: _____

Questions about absentee voting? Contact the Iowa Secretary of State's Office at:

- uocava@sos.iowa.gov (email)
- 1-888-SOS-VOTE (phone)
- 1-515-281-4682 (fax)

Need to contact your county auditor? Contact information is available at:

- <http://sos.iowa.gov/elections/auditors/auditorslist.html>