

State of Iowa
UOCAVA Electronic Ballot Transmission
Absentee Voting Instructions – General Election

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

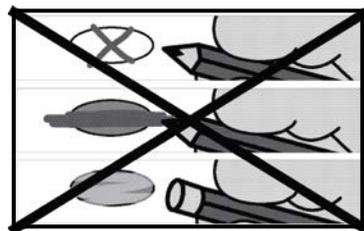
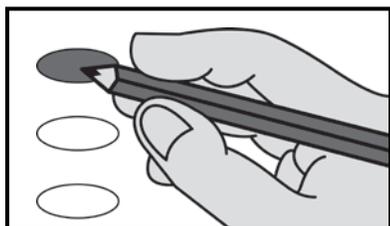
Phone: _____

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.

You may override your straight party vote for any office by filling in the oval(s) next to the name(s) of the candidate(s) you choose. Your straight party vote will not count for that office

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.

Designee's Signature: _____ Date and Time: _____