

CHAPTER TWO

REGISTERING, REQUESTING A BALLOT, AND VOTING

I. Requirements for Voting and Establishing Voting Residence

A. Citizenship and Age

All states and territories prescribe two voter requirements:

- A voter must be a citizen of the United States on the date of the election in which he or she wishes to vote, and
- A voter must be at least 18 years old on election day in order to vote. Some states permit a 17-year-old to vote in primary elections if he or she will be 18 by the date of the general election.

B. Voting Residence

Elections in the United States are run by state and local election officials. One must have a legal voting residence address in a state or territory to vote in U.S. elections.

The issue of voting residence can be complex, depending on individual circumstances. Even in states where laws clearly define criteria for determining a person's voting residence, the final determination is generally up to each local election official. Providing as much information as possible to these officials on the Federal Post Card Application, Standard Form 76(FPCA, SF 76) is critical to successful registration and ballot request.

Overseas Citizens: A citizen outside the United States (not affiliated with the Uniformed Services) votes in the state or territory **where he or she last resided immediately prior to departing the United States**, even if many years have elapsed, and the voter maintains no residence in the state or territory, and the voter's intent to return to that state or territory may not be certain.

Military Citizens: For members of the Uniformed Services and their family members, in most states the legal voting residence is defined as where the citizen has, or has had, physical presence at the location and where there is the intent to remain or return.

If a citizen is uncertain about his or her current legal voting residence, the citizen should examine his or her connections or ties to the state or territory in question and consult with legal counsel. Further, voting assistance personnel advising citizens of their proper voting residence or registration status should consult legal counsel.

C. Questions to Help Determine Correct Voting Residence

Asking citizens the following questions may help you advise on voting residence:

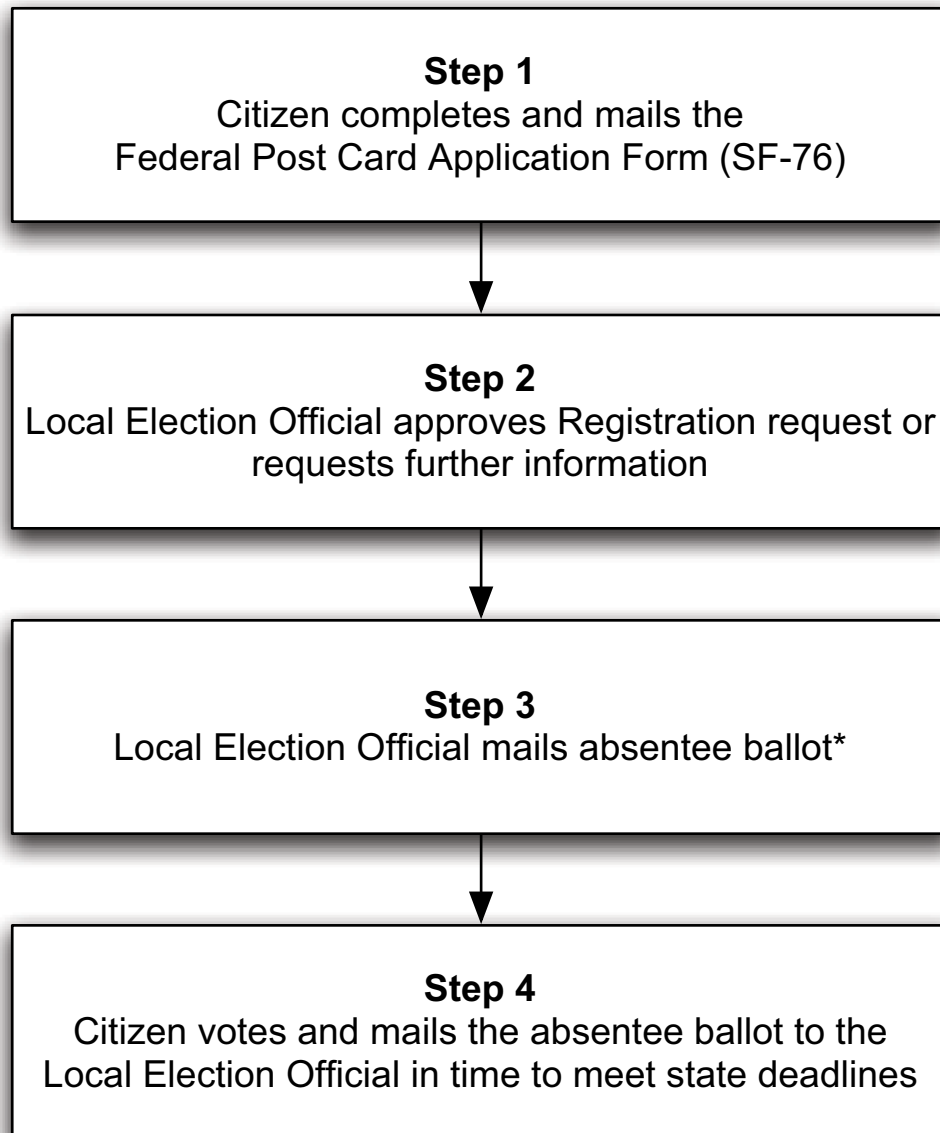
- Where have you registered to vote?
- Where have you voted?
- What state or territory has issued you a driver's license, any other license or identification card?
- Where is your motor vehicle registered?
- Where is your home or home of record?
- What state or territory are you from?
- Where did you live before coming here?
- Where did you live immediately before leaving the United States?
- Where does your family live?
- Where do your parents live?
- Where do you own property?
- Where do you engage in any businesses?
- Where do you have bank accounts?
- Where are you a member of any organization?

II. The Basic Absentee Voting Process

The absentee voting process permits citizens covered by the *UOCAVA*, who will be away from their local polling places on election day, to register, request a ballot, and vote through the mail or an alternative method. **Absentee voters should request ballots at least 60 days before the election whenever possible to allow enough by-mail transit time.** The following is the basic absentee voting process for citizens covered by the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)*. Refer to page 14 for an illustration of the absentee voting process.

- Step 1: A citizen must register to vote in his or her state of legal residence. In order to register and/or vote absentee as an eligible U.S. citizen, he or she must carefully, legibly and accurately complete a Federal Post Card Application (FPCA) and submit it to the proper election official. State-specific instructions for completing the FPCA are contained in Chapter Three.
- Step 2: The local election official, once receiving the form, will process the FPCA to determine if the citizen meets the jurisdiction's residency requirements. The local election official will contact the voter if there are any questions during the process or if the form is not acceptable. For this reason, it is critical for the citizen to provide an email address and other contact information on the FPCA.

THE BASIC ABSENTEE VOTING PROCESS



* In order to receive an absentee ballot in a timely manner, it is imperative for citizens to keep their local election official informed of address changes.

- Step 3: The Local Election Official sends the blank ballot to the citizen.
- Step 4: Upon receipt of the ballot, the citizen records his or her vote, and **returns the ballot as soon as possible** to ensure the state's ballot receipt deadline is met.

III. Registering to Vote and Requesting a Ballot

The Federal Post Card Application, Standard Form 76 (FPCA, SF 76) is used as an absentee voter registration application and as a request for an absentee ballot. Chapter Three addresses specific registration requirements and information for each state and territory.

A. How to Determine Registration Status

Voter registration can be affected or cancelled for several reasons. (Chapter Three provides state and territory provisions on cancellation of registration for not voting.)

In some states, registration is not necessary to vote. To ensure registration, the citizen should apply early.

The following questions could help the citizen determine his or her current registration:

- Are you registered to vote?
- Where and when did you register?
- Where and when have you voted?
- Have you changed your address since you last registered?
- Have you changed your name since you last registered or voted?
- Have you changed your party affiliation since you last registered?

Some states have voter verification websites. The FVAP website, www.fvap.gov, provides links to "State Voter Registration Verification Websites" where the voter can find out if his or her state provides this online service. Also, the FVAP can help individuals by contacting the citizen's local election official for registration status.

B. How to Register and Request a Ballot

If the citizen is away from his or her legal voting residence, he or she must follow the guidelines of his or her state or territory for voting absentee. Chapter Three describes these requirements in detail. **Citizens and VAOs are urged to note deadlines carefully.** These dates vary from state to state.

To register or request a ballot, the citizen uses the Federal Post Card Application, Standard Form 76 (FPCA, SF 76).

The FPCA is a postage-paid (within U.S. postal system, including APO and FPO addresses and U.S. Embassies and Consulates) postcard for use by absentee voters covered under the *UOCAVA*. The FPCA acts as a single form to serve most states and territories both as an absentee voter registration application and an absentee ballot request (where registration is required). This section contains general guidelines and instructions for using the FPCA. (See Illustration of the FPCA in Appendix F.)

1. Where to Get it: The FVAP pre-positions the FPCA throughout the world at military bases, U.S. Embassies and Consulates, election organizations, and corporations. Most states and territories also accept the online FPCA form (see number 4 of the OFPCA below) which is available on the FVAP website at www.fvap.gov.

As the Voting Assistance Officer (VAO), you should make FPCAs available to everyone you assist. By January 15th of each calendar year, FPCAs should be delivered to eligible voters and their voting age dependents. Remember to provide persons joining your organization throughout the year with an FPCA. In addition, FPCAs should be provided to citizens outside the U.S. by **August 15th** of even-numbered years and to citizens within the U.S. by **September 15th** of even-numbered years. Remind voters to send in a new FPCA each time they move. FPCAs and other voting materials should be available to you through your normal distribution channels. Your organization or Service Voting Action Officer will assist you with ordering these (see inside front cover for contact information).

2. Completing the FPCA: In order to register and/or request an absentee ballot, the eligible U.S. citizen must carefully, legibly and accurately complete an FPCA. Instructions and required registration fields vary from state to state and are detailed in Chapter Three.

3. State and Local Treatment of the FPCA: In most states and territories, the FPCA serves as a valid request for registration and/or absentee ballot for those citizens entitled to use it regardless of whether they have registered prior to the submission of the FPCA. For such citizens, registration is either waived or considered accomplished upon submission of the FPCA requesting a ballot.

Some states require submission of a state registration form for permanent registration. Usually the local election official will send this form with the ballot. Refer to Chapter Three.

4. Online FPCA (OFPCA): The OFPCA is an online alternative to the card stock FPCA, so voters will not miss the opportunity to register or make a timely request for a ballot. Appendix F provides a hardcopy of the OFPCA and provides general instructions for its use. **Unlike the postage-paid (in U.S. Mails) cardstock FPCA, users of the OFPCA must affix postage on the envelope before mailing the form.** All states and territories, with the exception of American Samoa and Guam, accept the OFPCA.

The form can be printed blank or filled-in online before printing out, then signed, dated, placed in an envelope with the proper postage and mailed to the appropriate local election official. Additional instructions are included online. A hardcopy of the OFPCA is available in Appendix F.

A pre-paid envelope template (for U.S. Mails including APO and FPO addresses) is found online at www.fvap.gov.

5. Deadline for Submitting the FPCA: Some states have two deadlines: one for registered voters to request a ballot and an earlier deadline for nonregistered voters to register and request a ballot. Refer to Chapter Three for details.

As the VAO, you should urge every citizen to submit the FPCA as early as possible so that the election official has time for processing and ensures time for delivery and return of voted ballot.

6. Submitting the FPCA: In all states and territories, one FPCA can be used to request both primary and general election ballots for Federal offices for an entire calendar year or longer. The *UOCAVA* has been amended to extend the effective period of the FPCA through two regularly scheduled general elections for Federal office. However, due to the transient nature of many *UOCAVA* citizens, **FVAP continues to recommend that each citizen submit an FPCA to his or her state of legal residence in January of each year** and again each time there is a change in the citizen's mailing address.

An individual may know he or she is returning to the states after a short period of time. The FPCA may be used to request ballots for 1) only the next election for federal offices, or 2) only one calendar year. Block 6 of the FPCA should be used to designate these requests.

The citizen and Voting Assistance Officers should carefully review the FPCA before submission to ensure that it is completed according to state guidelines, instructions and requirements in Chapter Three. The citizen should obtain a notary/witness signature if the state requires it, read the Affirmation in Block 7 of the FPCA, and sign and date in the space provided. The citizens should also make sure that he or she is submitting the FPCA to the correct jurisdiction. Refer to "Where to Send It" in each state section in Chapter Three.

7. Mailing the FPCA: The citizen should mail the FPCA in sufficient time to comply with all state or territory registration/ballot request deadlines. The citizen should also ensure that he or she allows enough time to receive, vote, and return an absentee ballot in time for it to be counted.

Instructions for mailing the FPCA are illustrated on pages 21 and 22 of this Chapter.

The FPCA does not require postage if mailed in the U.S. postal system, which includes all U.S. military post offices (APO/FPO) overseas as well as diplomatic pouches. Many embassies and consulates have access to U.S. military post offices or Diplomatic Post Office (DPO). Those that have access will accept the FPCA and give it to the U.S. military post office or DPO where it will be mailed with no postage required.

The FPCA may also be sent postage-free through the diplomatic pouch at embassies and consulates. However, the diplomatic pouch may not have a regular pick-up schedule. If the citizen is mailing election materials from overseas and does not have access to a U.S. Embassy/Consulate or an APO/FPO/DPO address, the citizen should affix the proper postage necessary to get the materials from that country into the U.S. postal system. The overseas citizen who is using the foreign country's postal service should write "USA" at the bottom of the address on the envelope. Consular officers at embassies or consulates can provide additional mailing advice for citizens.

In some cases it might be better to pay for either local country international mail or private air courier services. Private air couriers may not accept a Post Office Box number and may require a physical address of the local election official. If Chapter Three does not list a physical address for the citizen's voting jurisdiction, the citizen may be able to obtain the physical address from the state election website (available through www.fvap.gov), or the citizen can contact the local election official directly to obtain a physical address. (See FPCA Mailing Instructions illustrated on pages 21 and 22 of this chapter.)

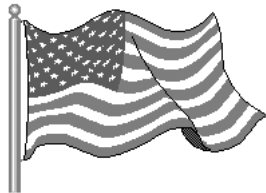
8. Electronic Transmission of the FPCA: Many states and territories allow the electronic transmission (faxing or emailing) of the FPCA under specific circumstances. Please check Chapter Three to find out if this alternative is allowed by the state and follow additional instructions provided in Appendix B. Also, emailing instructions often are provided on the state or county election website.

When faxing, the citizen should utilize the transmittal cover sheet provided in Appendix B. After the citizen has electronically transmitted the FPCA, he or she should immediately mail the original to the local election official, using the address found at the end of each state section in Chapter Three, Section IV "Where to Send It." Some states require the original FPCA to be on file for the ballot to be counted.

9. Problems Experienced in Processing FPCAs by Local Election Officials: Redesign of the FPCA and educational and training efforts have substantially reduced the incidence of FPCA processing problems encountered by local election officials. The most common issues cited by local election officials when processing the FPCA include the following:

- No signature
- No, or inadequate, voting residence address
- Illegible or inadequate mailing address (i.e., where the ballot is to be sent)
- Application sent to the incorrect jurisdiction
- Failure to indicate Party preference for primary elections
- FPCA received too late
- Required areas of FPCA not complete
- No Date-of-Birth given
- FPCA not witnessed or notarized (where required)

As the Voting Assistance Officer (VAO), you can help reduce these processing problems by advising citizens about the proper way to complete an FPCA. Local election officials must determine the citizen's eligibility to vote based solely on information provided on the FPCA, and if there are questions or additional information required, they need enough time and the correct local country contact information (email, telephone, fax and/or mailing address) to resolve the issue.



Ensure that the citizen completes the FPCA following the instructions on the back of the form and especially the specific instructions provided by the state of legal residence in Chapter Three.

C. How to Assist If The Ballot Does Not Arrive

The Federal Write in Absentee Ballot, Standard Form 186 (FWAB, SF 186) is a backup "emergency" ballot available for citizens covered under the *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA)*. (See Illustration of the FWAB in Appendix G.)

The FWAB should be used when the election is rapidly approaching and insufficient time exists for the citizen to receive, vote and return his or her requested state ballot on time.

In most cases the FWAB is only used to vote for Federal offices (President/Vice President, U.S. Senator, U.S. Representative, Delegate or Resident Commissioner) in general elections.

Some states have expanded the use of the FWAB in primary, run-off, and special elections or for offices other than Federal offices. Some states also have expanded the use of the FWAB by accepting the FWAB as a simultaneous registration form and voted ballot.

To learn more about the states that have adopted this legislative best practice and how it is implemented see specific state by state instructions in Chapter Three or visit the FVAP website at www.fvap.gov.

Under certain circumstances the FVAP may enter into an *ad hoc* agreement with a state or take legal action to allow expanded use of the FWAB for a specific election. The FVAP will notify you (the VAO) and the citizens regarding any changes to the parameters governing the use of the FWAB through the *Voting Information News* and voting news releases. These are also available on the FVAP website.

The FWAB should not be confused with the special write-in absentee ballot provided by some states. The state write-in ballot is generally voted early, usually 90 to 180 days before the election and includes state offices. On the other hand, the FWAB is a Federal form voted only by *UOCAVA* citizens who have already requested and have not received their regular state ballot before the election.

The FWAB consists of the following (as illustrated in Appendix G):

- Federal Write-In Absentee Ballot Instructions
- Voter's Declaration/Affirmation
- Official Federal Write-In Absentee Ballot with Security Envelope attached
- Mailing Envelope

1. Where to get it: The FVAP pre-positions the FWAB throughout the world at military bases, embassies and consulates, election organizations, and corporations. It is also available online (OFWAB) for downloading at www.fvap.gov.

As the VAO, you should order and stock one FWAB for each citizen for whom you are responsible. FWABs and other voting materials, should be available to you through your normal distribution channels. Your organization or Service Voting Action Officer will assist you with ordering these (See inside front cover for contact information).

2. Conditions for Using the FWAB: The FWAB can be used by *UOCAVA* citizens in general elections for Federal offices under three very specific conditions.

To be eligible for this ballot, a citizen must:

- Be a member of the Uniformed Services or Merchant Marine (or eligible family member), or a U.S. citizen overseas (includes APO/FPO addresses) who is absent

from the place of residence where he or she is otherwise qualified to vote during the general election,

- Apply for a regular ballot, using the FPCA or other application allowed by state law, early enough so that the appropriate local election official receives the request at least 30 days before the election or before the ballot request deadline established by the state, whichever is later, and
- Not have received the requested regular absentee ballot from the state.

These provisions apply to all the states, the District of Columbia, and the four U.S. territories covered by *Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA Appendix A)*.

3. Recommendations for Submitting the FWAB: The FVAP recommends that an *overseas* citizen who has not received his or her requested state absentee ballot by the 25th day before the election complete and submit the FWAB to his or her state local election official if he or she has met each of the above requirements (See “Conditions for Using the FWAB” Section 6.B). For *stateside* Uniformed Service members and their families, the FVAP recommends submitting the FWAB 10 days before the election. This will help ensure timely receipt of their absentee ballot for Federal offices.

The FWAB must be received by the local election official not later than the deadline for receipt of regular state absentee ballots for that election under state or territory law.

If the citizen receives his or her regular state absentee ballot after submitting the FWAB, he or she should vote and return the ballot immediately. If the regular state absentee ballot arrives by the deadline for receipt of absentee ballots, the state will count the regular state absentee ballot instead of the FWAB, as it will usually include more offices. The ballot must be signed, dated and postmarked by the day of the election.

As the Voting Assistance Officer (VAO), you should encourage each citizen to vote and return his or her regular state ballot regardless of its receipt date (up to and including election day) because a state may allow late counting of these ballots from overseas citizens.

4. Voter’s Declaration/Affirmation Completion Instructions: In order for the FWAB to be processed by the local election official, an eligible U.S. citizen must carefully and accurately complete the Voter’s Declaration Affirmation before submitting it to the proper election official.

The FWAB is an official absentee ballot; therefore, the voter must sign and date the Voter’s Declaration Affirmation. If required by the state or territory, the voter must sign and date in the presence of a notary or witness being careful not to compromise the secrecy of the ballot (See individual state requirements in Chapter Three.)

5. Completing the FWAB: The FWAB includes complete instructions for marking and returning the ballot.

If eligible to use this ballot, the citizen should indicate his or her election choices for Federal offices in the general election. To vote this blank write-in ballot, a citizen may vote by writing in the candidate’s name or writing in the name of a party affiliation. The citizen should not write his or her name or other information on the ballot.

The FWAB is similar to state absentee ballots because it also includes a security envelope for the voted ballot and a transmittal (mailing) envelope.

The citizen should place only the voted ballot inside the security envelope and seal it. The citizen should not write on the outside of the security envelope.

The citizen should place the security envelope, along with the voter’s declaration affirmation, inside the transmittal envelope for mailing.

To successfully vote and return a ballot, a citizen must comply with ballot return deadlines and postmark requirements. Correctly meeting all requirements and deadlines will help ensure the ballot arrives in time to be counted for each general election. Refer to the “Casting Your Vote” section for each state in Chapter Three for deadlines.

6. Online FWAB (OFWAB): The OFWAB is an online alternative to the FWAB. The same conditions that apply for using the FWAB apply to the OFWAB (See Section 6.B). The OFWAB is provided as a convenience and as a time-saving alternative when the citizen cannot get the FWAB through other means, so that the citizen will not miss the opportunity to vote. Unlike the postage-paid (in U.S. Mails including APO and FPO addresses) multipart stocked FWAB, the user of the OFWAB must affix postage on the envelope before mailing the form. All states and territories accept the OFWAB.

The OFWAB Voter’s Declaration Affirmation can be filled in online but must be printed out, signed, dated, placed in a mailing envelope along with the sealed security envelope containing the voted ballot with the proper postage and mailed to the appropriate local election official. Additional instructions are included online. Further Instructions for using the online form are provided at www.fvap.gov.

Also available is a pre-paid (in U.S. Mails including APO and FPO addresses) envelope template found online at www.fvap.gov.

Appendix G provides a hardcopy of the OFWAB and provides general instructions for its use. As the VAO, make sure that the citizen completes the OFWAB following the instructions included with the form and especially the specific instructions provided by the state of legal residence in Chapter Three.

7. Mailing the FWAB: The FWAB does not require postage if mailed in the U.S. postal system, which includes all U.S. military post offices (APO/FPO) overseas as well as diplomatic pouches. Many embassies and consulates have access to U.S. military post offices or Diplomatic Post Office (DPO). Those that have access will accept the FWAB and give it to the U.S. military post office or DPO where it will be mailed with no postage required.

Instructions for mailing the FWAB are illustrated at the end of this chapter.

The FWAB may also be sent postage-free through the diplomatic pouch at embassies and consulates. However, the diplomatic pouch may not have a regular pick-up schedule. Each citizen should contact the embassy or consulate VAO to find out the best method to mail the FWAB from his or her location or when the last diplomatic pouch delivery will be made prior to an election.

If the citizen is mailing election materials from overseas and does not have access to a U.S. Embassy/Consulate or an APO/FPO/DPO address, he or she should affix the proper postage necessary to get the materials from that country into the U.S. Postal System. International mail or private air courier services may also be considered. The overseas citizen who is using the foreign country's postal service should write "USA" at the bottom of the address on the envelope. Consular officers at embassies or consulates can provide additional mailing advice for citizens.

Important Note: When mailing the voted ballot, the citizen should, if possible, ask the mail clerk to hand stamp the ballot envelope so that a date is clearly visible. The dated postmark will help ensure that the local election official can make a proper determination of timely mailing. Generally, if a state allows late counting of ballots, the ballot envelope must have been signed and dated, or postmarked on or before election day.

8. Electronic Transmission of the FWAB: Some states and territories allow the electronic transmission (faxing or emailing) of the voted absentee ballot under specific circumstances. If so, the voted FWAB may also be transmitted electronically. The voter should check Chapter Three to find out if this is accepted by his or her state and follow additional instructions provided in Appendix B. Emailing instructions are often also provided on the state or county election website.

When faxing, the citizen should utilize the transmittal cover sheet provided in Appendix B, along with the Voter's Declaration Affirmation and the voted ballot.

After the citizen has electronically transmitted the voted ballot (FWAB), he or she should immediately mail the original to the local election official using the address found

at the end of each state section in Chapter Three, Section IV "Where to Send It."

9. Reasons Why the FWAB May Not Be Counted: Unless provided by state law, or special provisions have been made, the FWAB will not be counted if:

- It was submitted from within the United States from persons other than members of the Uniformed Services or the Merchant Marines (or eligible family members) absent from their voting jurisdiction; or
- The voter's application for a regular absentee ballot was received by the local election official less than 30 days prior to the election, or later than required by state law for receipt of ballot request; or
- The state also receives a properly cast regular state absentee ballot from the voter by the state deadline for counting; or
- It is not received by the local election official by the state deadline for counting; or
- The transmittal envelope is not signed and dated, and the required witness or notary signatures are not included (see state requirements in Chapter Three).

It is very important for each voter to request his or her absentee ballot as early as possible. The FVAP suggests applying by submitting the FPCA in January each year to ensure that all ballots for all elections held that year will be received in a timely manner.

D. State Special Write-In Absentee Ballot

Several states provide a state special write-in absentee ballot to assist citizens, such as submariners, missionaries, Peace Corps personnel and other individuals in extremely isolated areas, who know before the election they will be unable to use their state's regular absentee voting procedures due to lack of regular mail service. **The state special write-in absentee ballot should not be confused with the Federal Write-In Absentee Ballot (FWAB).**

The eligibility requirements for use of this ballot are set by the individual states. Generally, state special write-in absentee ballots include state, local, and Federal offices. States that provide a special write-in absentee ballot will include instructions for requesting these in Chapter Three.

IV. Other Ways to Register, Request a Ballot, and Vote

Proxy Procedure: Several states and territories allow individuals other than the prospective voter to act on the voter's behalf to request an absentee ballot for the citizen; however, under no circumstance may a person cast a ballot

on behalf of another person. Refer to the appropriate state or territory in Chapter Three for more details.

In Person at the Polls: A citizen who is able to vote in person in his or her own district of legal residence should take advantage of the opportunity.

In some states, applying for an absentee ballot will not automatically rule out voting at the polls. A few states even permit someone who has already marked and returned an absentee ballot to vote in person, thereby nullifying the absentee ballot.

Registering to vote at a new place of legal residence will cancel the citizen's registration at the previous residence and may cause the voter to incur state or local tax liabilities at the new residence. For the citizen who may be able to choose to vote absentee in one state or territory or in person in another, he or she should consider that there may be tax consequences and other legal effects of changing voting residence. The voter should consult legal counsel when making these decisions.

If stateside, as the VAO, you should contact local election officials where the installation is located, have available telephone numbers and become familiar with local registration procedures in order to assist military and dependents who vote locally. The FVAP can provide contact information for these offices. Many states and territories have systems of local mail registration. These states permit applicants to register by mailing a state prescribed form in lieu of in-person registration. Many of these forms are available online. The FVAP website (www.fvap.gov) has links to state and territory election websites.

Some localities operate local mobile registration units as a convenience to citizens. Others expand registration opportunities through different methods. For additional information on registration in a particular community, citizens and voting assistance personnel may contact state or local election officials. VAOs at the department or agency level are also able to provide assistance in these matters.

Electronic Transmission of Election Materials: When transmitting voting materials, the mail may not allow for the timely receipt and return of materials. Electronic transmission (fax or email) may be an alternative. The voter should refer to Chapter Three to determine if a state or territory permits faxing or emailing of official voting materials.

When faxing an application, voted ballot, or other election materials, the FVAP recommends use of one of its Electronic Transmission Service (ETS) numbers. These numbers are: **DSN (military) 223-5527; 1-800-368-8683; or (703) 693-5527** and the toll-free overseas fax numbers listed on the inside back cover.

The citizens should electronically transmit the FPCA or ballot in private. If your assistance as a VAO is required, your role is to perform these duties in an official capacity and to protect the integrity of the electoral process and the confidentiality of the voter and his or her vote. Most states that permit electronic transmission of the voted ballot require the voter to sign a waiver of his or her right of a secret ballot.

Separate transmissions and/or cover sheets should be used for each FPCA or ballot sent. Also, after electronically transmitting, most states request that the citizen mail the completed FPCA or voted ballot to the local election official at the appropriate state or territory address listed in Chapter Three.

Appendix B explains the electronic transmission process in detail and contains a transmittal cover sheet which can be duplicated for use when transmitting election materials to election officials.

V. Late Registration

Many members of the U.S. Uniformed Services, their family members, and overseas citizens go through a transition period when they first leave the Uniformed Services or return home from overseas employment and may not know where they will take up permanent residence. Others may move to a new location and not meet the state's residency requirements. Some states have special procedures to allow these persons to register and vote.



Chapter Three of this *Guide* includes information on those states that allow late registration. Each year states and territories pass legislation to facilitate voting by military members and overseas citizens. If the *Guide* does not indicate that the state or territory allows late registration, the citizen can check the online version of this *Guide* at www.fvap.gov or contact the local election official to see if the state or territorial laws have changed to allow late registration.

FWAB Mailing Instructions

Step 1
Read FWAB instructions carefully. Complete the Voter's Declaration/Affirmation. Have it witnessed/notarized if required. Sign and date it.

Step 2
Fold the Voter's Declaration/Affirmation and insert into the Mailing Envelope.

Step 3
Vote your ballot by writing in your candidate or party of choice on the appropriate line on the Official Federal Write-In Absentee Ballot.

Step 4
Detach the ballot from the Security Envelope. Fold and insert into the Security Envelope and seal.

Step 5
Insert the sealed Security Envelope into the Mailing Envelope.

Step 6
Address the Mailing Envelope to the proper city, town or county voting official.

Step 7
Write in your mailing address.

Step 8
Before mailing, use voter checklist on Mailing Envelope.

VOTER'S DECLARATION/AFFIRMATION - FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB)

1

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

3

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

SECURITY ENVELOPE

(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)

4

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

SECURITY ENVELOPE

(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)

7

Instructions to Voter

BEFORE YOU SEAL THIS MAILING ENVELOPE, CHECK THAT YOU HAVE DONE THE FOLLOWING:

8

INSTRUCTIONS TO ELECTION OFFICIALS

This is an official Federal Write-In Absentee Ballot (FWAB) authorized by 42 USC 1973.8-2.

1. Upon receipt of this ballot, examine the voter's declaration. If it appears that the voter is eligible to vote in your jurisdiction and has applied in a timely fashion for a regular absentee ballot, or this application has been waived by appropriate authority, then this ballot is valid unless you receive the voter's regular absentee ballot in time to be counted. This ballot should be handled in the same manner as required by state law for other absentee ballots. If the ballot is not eligible to be counted, it should be destroyed and the voter notified.
2. The seal on this ballot is self-sealing and should not be tampered with, unless required by state law.
3. Unless provided by law, no special provisions have been made. This ballot should not be counted if:
 - a. It was submitted by a member of the Uniformed Services of America (USA) or a dependent of a Uniformed Services of America member or a dependent of a Uniformed Services of America member or a dependent of a Uniformed Services of America member or a dependent of a Uniformed Services of America member.
 - b. This voter application was submitted to you less than 72 days prior to the election, or after that time as required by state law for regular absentee ballots.
 - c. You received this voter's completed regular absentee ballot by the state deadline for receipt of absentee ballots, or
 - d. This ballot is not received by the state deadline for receipt of regular absentee ballots.
4. This ballot is not required by the state deadline for receipt of regular absentee ballots.
5. This ballot is not required by the state deadline for receipt of regular absentee ballots.
6. This ballot is not required by the state deadline for receipt of regular absentee ballots.

Standard Form 78 (Rev. 2005)

FROM: _____ (voter's mailing address)

U.S. Postage Paid 39 USC 3686

PAR AVION

MAILING ENVELOPE: Mailing envelope is required if not mailed in the U.S. Postal System or AIRMAIL System, or Separate Post.

OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL

NO POSTAGE NECESSARY IF MAILED IN THE U.S. MAIL - 0986 753.8.0

TO: _____

7

Voter's Declaration/Affirmation

2

OFFICIAL FEDERAL WRITE-IN ABSENTEE BALLOT

5

SECURITY ENVELOPE

(ONLY PUT VOTED BALLOT INSIDE THIS ENVELOPE)

Do not use staples!