

INSTRUCTIONS FOR COMPLETING AN ABSENTEE BALLOT APPLICATION

- **PLEASE PRINT CLEARLY ON YOUR APPLICATION**
- **COMPLETE ALL INFORMATION REQUESTED**
(ANY MISSING INFORMATION WILL RESULT IN THE APPLICATION BEING REJECTED)
- **SIGN THE APPLICATION** (SIGNATURE WILL BE VERIFIED BY THE OFFICE OF THE COUNTY CLERK)

RETURN THE APPLICATION TO THE COUNTY CLERK'S OFFICE IN ONE OF THE FOLLOWING WAYS:

1. **IN PERSON** - NO LATER THAN TIME COUNTY CLERK'S OFFICE CLOSES ON THE DAY BEFORE ELECTION
2. **BY MAIL** - NO LATER THAN SEVEN (7) DAYS BEFORE THE ELECTION
3. **BY FAX** - NO LATER THAN SEVEN (7) DAYS BEFORE THE ELECTION.
(Will be accepted ONLY upon verification of the facsimile signature of voter)
4. **BY DESIGNATED BEARER** - NO LATER THAN COUNTY CLERK'S OFFICE CLOSES ON DAY BEFORE ELECTION
5. **BY AUTHORIZED AGENT*** - NO LATER THAN 1:30 P.M. ON DAY OF ELECTION (Must submit an Affidavit of the Administrative head of a hospital or Nursing home that the voter is a patient of the hospital or nursing home and is thereby unable to vote on Election Day at his or her regular polling site)

YOUR APPLICATION WILL BE VALID FOR ONE OF THE FOLLOWING TIME PERIODS:

- 1) **ONE CALENDAR YEAR: [ACA 7-5-404]**
 - a) For persons who reside outside the county in which they are registered to vote
 - b) For persons of long-term care or residential facilities licensed by the state
 - c) For persons who are disabled voters

- 2) **ELECTION-CYCLE: [ACA 7-5-404]**
 - a) For persons who reside within the county in which they are registered to vote.
(Note: The election cycle shall include any one (1) election and the corresponding run-off election.)