

# 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 7-5-403(b)(2)(A-B)]**
  - 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 as defined in ACA 7-5-311(d)
- 2) **ELECTION-CYCLE: [ACA 7-5-403(b)(2)(B)]**
  - 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.)