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Vote By Mail Ballot Request

Please complete this form, print out, sign and return by mail, email or fax. If using an address already on file in your voter record, the request may be made by calling this office.

Before requesting a Vote By Mail ballot, it is important to know:

- The **voter must be registered** to vote in the state of Florida no later than 29 days prior to any Election Day.
- The **ballot is mailed to the voter** about 35 days prior to each election if the address is within the US, and 45 days prior if the address is outside the US or if the voter record indicates military status.
- The **ballot must be requested** no later than 5:00 pm ten days prior to any Election Day.
- The **ballot can be neither held nor forwarded** by the US Post Office, and if undeliverable will be returned to the elections office. This action will cause all future Vote By Mail requests to be canceled until the voter contacts the elections office.
- The **voted ballot must be returned to and in the possession of the elections office** no later than 7:00 pm on Election Day.
- The **status of a voted ballot may be tracked online** at www.VoteManatee.gov. Select *Vote By Mail & Early Voting* in the left column, then select *Track Your Vote By Mail Ballot*.

This Vote By Mail Ballot Request form can be processed only if sections ① through ⑦ are completed (*please print clearly*):

① _____ ② _____
Voter name: Last / First / Middle Date of birth

③ _____
Current Manatee County residence: Street / City / State / ZIP Code

④ _____
Address to send ballot to, if different from ③ above: Street / City / State / ZIP Code

⑤ _____
Required ID: FL Driver License Number –OR– FL Identification Card Number –OR– Last four digits of SSN

⑥ Check the election(s) for which a Vote By Mail ballot is requested:
 All elections through the next General Election Other _____

⑦ _____
Voter signature Date Telephone number

To request a Vote By Mail ballot for someone else, call our Voter Service Dept.

Vote By Mail ballots may be requested on behalf of another voter only by an immediate family member or legal guardian, and only if the ballot is to be sent to the residence or mailing address already on file in the voter's record. One of the forms of identification listed in ⑤ above must be provided by the requestor, as well as for each voter a ballot is requested for. A Voter Specialist will be glad to process your request: **941-741-3823**.