# Instructions

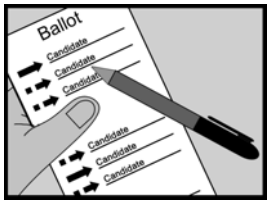
## How to vote by absentee ballot for registered voters

**Get ready**

**You will need:**

- Ballot
- Tan ballot envelope
- White signature envelope
- Larger white return envelope
- Pen with black ink
- Your ID number
  Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security Number.
  *See below if you do not have any of these numbers.*
- Witness
  Anyone registered to vote in Minnesota,
  *including your spouse or relative,*
  *or* a notary public,
  *or* a person with the authority to administer oaths

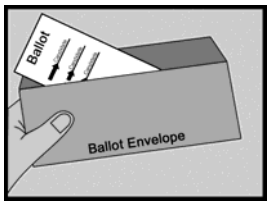
### ❶ Vote!




- Show your witness your blank ballot, then mark your votes in private.
- Follow the instructions on the ballot.
- Do <u>not</u> write your name or ID number anywhere on the ballot.
- Do <u>not</u> vote for more candidates than allowed.
  *If you do, your votes for that office will not count.*

***See the other side if you make a mistake on your ballot.***

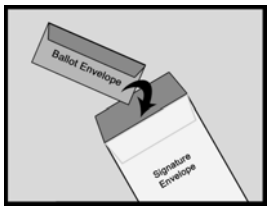
### ❷ Seal your ballot in the tan ballot envelope



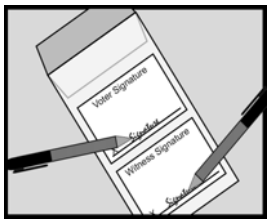

- Do not write on this envelope.

### ❸ Put the tan ballot envelope in the white signature envelope

### ❹ Fill out the white signature envelope <u>completely</u>

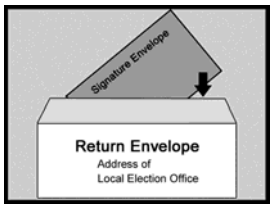



- If there is no label, print your name and Minnesota address.
- Print your Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security Number.
  **Be sure to use the same number that you provided on your absentee ballot application.**
  *If you do not have any of these numbers, check the box.*
- Read and sign the oath and write the date.
  Ask your witness to print their name and Minnesota <u>street</u> address (not a P.O. Box) and sign their name.
  *If your witness is an official or notary, they must print their title instead of an address.*
  *Notaries must also affix their stamp.*




- Seal the envelope.

### ❺ Put the signature envelope into the larger white return envelope to protect your private information from view




### ❻ Return your ballot <u>by election day to the address on the return envelope</u>

**Ballots may not be delivered directly to your polling place.**

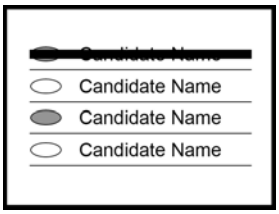
You have three options:

- Send it so it arrives by election day, using U.S. mail or a package delivery service,
- Deliver it in person by 5:00 p.m. on the day before the election, or
- Ask someone to deliver it by 3:00 p.m. on election day.
  *This person cannot deliver more than 3 ballots.*

**To check the status of your absentee ballot, visit www.mnvotes.org.**

**See other side for special instructions if you have a disability**

## Correcting a mistake




- Completely erase the mistake, or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections), or
- Ask for a new ballot from your election office. Their contact information can be found in the return address section of the envelope in which you received these materials.

---

## If you have a disability:

If you have a disability or cannot mark your ballot, your witness may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

When signing the envelope, Minnesota law says you may:

- Sign the return envelope yourself, or
- Make your mark, or
- Ask your witness to sign for you in your presence. (Have the witness sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask your witness to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

Please note: Voting is not covered by a power of attorney. A person with power of attorney may only sign for you in your presence, as outlined above.

---

**Confidentiality Notice:** The data you supply on your signature envelope is restricted to election officials prior to Election Day at 8:00 p.m. After that time, your envelope and the data on it, other than your identification number, are public information. Your ID number is required to ensure that the ballot is returned by the same voter who applied for it. You may refuse to provide it, but doing so may lead to your absentee ballot being rejected and will prevent you from checking the status of your absentee ballot online.

# Instructions

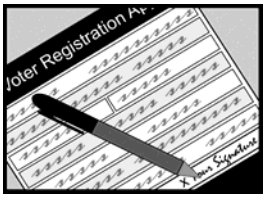
## How to vote by absentee ballot

**Get ready**

**You will need:**

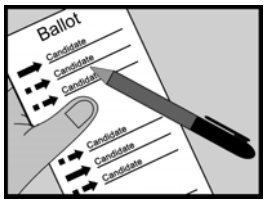
- Ballot
- Tan ballot envelope
- Voter registration application
- White signature envelope
- Larger white return envelope
- Pen with black ink
- Minnesota driver's license with your address *or* other authorized proof of where you live. *See other side for a list of options*
- Your ID number
  Minnesota driver's license number,
  Minnesota ID card number,
  or the last four digits of your Social Security Number.
  *See below if you do not have any of these numbers.*
- Witness
  Anyone registered to vote in Minnesota,
  *including your spouse or relative,*
  *or* a notary public,
  *or* a person with the authority to administer oaths

**Important: You must submit the voter registration application <u>with</u> your ballot (in the white signature envelope) for your vote to be counted.**



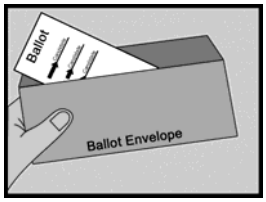

### ❶ Fill out the voter registration application and sign it

- Show your witness your driver's license or other authorized proof of where you live.
  *See the other side for a list of options.*




### ❷ Vote!

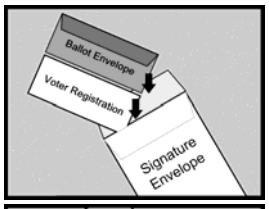
- Show your witness your blank ballot, then mark your votes in private.
- Follow the instructions on the ballot.
- Do <u>not</u> write your name or ID number anywhere on the ballot.
- Do <u>not</u> vote for more candidates than allowed. *If you do, your votes for that office will not count.*
  ***See the other side if you make a mistake on your ballot.***




### ❸ Seal your ballot in the tan ballot envelope

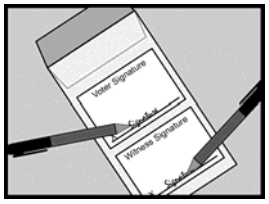
- Do not write on this envelope.

### ❹ Put the tan ballot envelope and the voter registration application in the white signature envelope

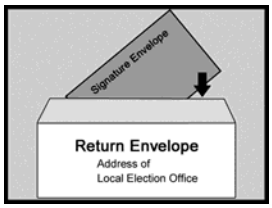



### ❺ Fill out the white signature envelope <u>completely</u>

- If there is no label, print your name and Minnesota address.
- Print your Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security Number.
  **Be sure to use the same number that you provided on your absentee ballot application.**
  *If you do not have any of these numbers, check the box.*
- Read and sign the oath and write the date.
- Ask your witness to print their name and Minnesota <u>street</u> address (not a P.O. Box), indicate which proof you showed them, and sign their name.
  *If your witness is an official or notary, they must print their title instead of an address.*
  *Notaries must also affix their stamp.*
- Seal the envelope.




### ❻ Put the signature envelope into the larger white return envelope to protect your private information from view




### ❼ Return your ballot <u>by election day to the address on the return envelope</u>

**Ballots may not be delivered directly to your polling place.**

You have three options:

- Send it so it arrives by election day, using U.S. mail or a package delivery service,
- Deliver it in person by 5:00 p.m. on the day before the election, or
- Ask someone to deliver it by 3:00 p.m. on election day.
  *This person cannot deliver more than 3 ballots.*

**To check the status of your absentee ballot, visit www.mnvotes.org.**

## Options for proof of where you live

A valid Minnesota driver's license, Minnesota ID card, or permit with your current address *or*

A photo ID that does not have your current address along with a document that has your current address

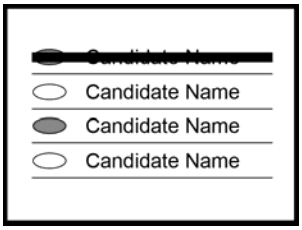
- **Eligible photo IDs:** Minnesota driver's license, Minnesota ID card, U.S. passport, U.S. military ID card, Minnesota college/university student ID card, or tribal ID card with your signature, from a tribe recognized by the Bureau of Indian Affairs (BIA)
- **Eligible documents with your current address:** a current student fee statement, or an original utility bill with a due date 30 days before or after the election, or a rent statement showing utility expenses. Eligible utility bills are gas, electric, solid waste, water, sewer, phone, television, or internet provider services.

*or* one of the following:

- A yellow receipt for a valid Minnesota driver's license, Minnesota ID card, or permit with your current address
- Vouching: the signature of a registered voter who lives in your precinct and personally knows that you live in the precinct. If your witness is registered to vote in this precinct, your witness may vouch for you.
  *This person must complete and sign the voucher form on the back of the voter registration application.*
- A tribal ID card with your name, address, signature and picture, from a tribe recognized by the BIA
- A "Notice of Late Registration" if you received one from the county auditor or city clerk
- If you have moved within your precinct or changed your name, a current registration in the precinct
- Vouching for residents of certain residential facilities: the signature of an employee of your residential facility, including nursing homes, group homes, battered women's shelters, homeless shelters, etc.
  If you are not sure if the residential facility where you live is eligible, call your local election official.
  *The employee must complete and sign the voucher form on the back of the voter registration application.*

---

## Correcting a mistake




- Completely erase the mistake, or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections), or
- Ask for a new ballot from your election office. Their contact information can be found in the return address section of the envelope in which you received these materials.

---

## If you have a disability:

If you have a disability or cannot mark your ballot, your witness may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

When signing the envelope, Minnesota law says you may:

- Sign the return envelope yourself, or
- Make your mark, or
- Ask your witness to sign for you in your presence. (Have the witness sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask your witness to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

Please note: Voting is not covered by a power of attorney. A person with power of attorney may only sign for you in your presence, as outlined above.

---

**Confidentiality Notice:** The data you supply on your signature envelope is restricted to election officials prior to Election Day at 8:00 p.m. After that time, your envelope and the data on it, other than your identification number, are public information. Your ID number is required to ensure that the ballot is returned by the same voter who applied for it. You may refuse to provide it, but doing so may lead to your absentee ballot being rejected and prevent you from checking on the status of your absentee ballot online.

# Instructions

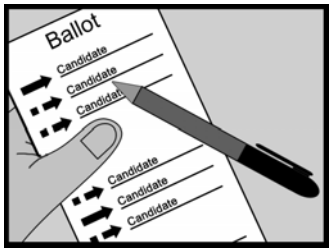
## How to vote by absentee ballot for military and overseas voters

**Get ready**

**You will need:**

- Ballot
- Tan ballot envelope
- White signature envelope
- Larger white return envelope
- Pen with black ink
- Your ID number
  U.S. passport number,
  Minnesota driver's license number,
  Minnesota ID card number,
  or the last four digits of your Social Security Number.
  *See below if you do not have any of these numbers.*

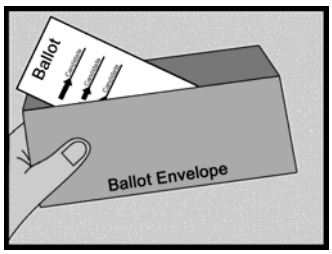
### ❶ Vote!




- Mark your votes in private.
- Follow the instructions on the ballot.
- Do not write your name or ID number anywhere on the ballot.
- Do not vote for more candidates than allowed.
  *If you do, your votes for that office will not count.*

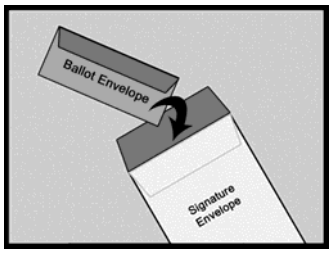
***See the other side if you make a mistake on your* ballot.**

### ❷ Seal your ballot in the tan ballot envelope

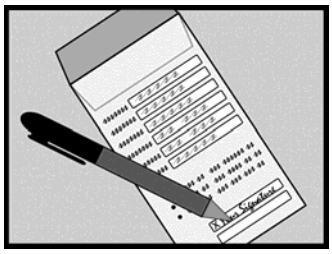



- Do not write on this envelope.

### ❸ Put the tan ballot envelope in the white signature envelope

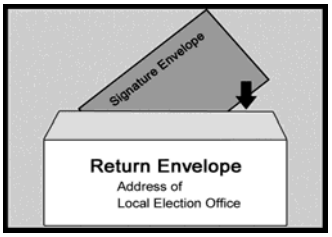



### ❹ Fill out the white signature envelope completely



- If there is no label, print your name and Minnesota address (present or last).
- Print your email address and phone number (optional).
- Print your passport number, Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security Number.
  **Be sure to use the same number that you provided on your absentee ballot application.**
  *If you do not have access to any of these documents, leave this space blank.*
- Read and sign the oath and write the date.
- Seal the envelope.

### ❺ Put the signature envelope into the larger white return envelope to protect your private information from view




### ❻ Return your ballot by election day to the address on the return envelope

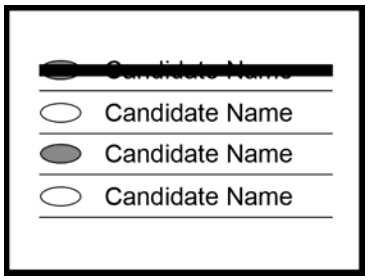
- Send it so it arrives by election day, using mail, a package delivery service, or the diplomatic pouch at the U.S. embassy or consulate.
- Postage is not required if the postal permit is on the envelope and it is sent using the U.S. mail, U.S. military mail or the diplomatic pouch. Postage may be required if you use a foreign mail service or a package delivery service.

**See the other side for special instructions if you have a disability.**

**To check the status of your absentee ballot, visit**
**https://minnesota.overseasvotefoundation.org.**

If you have any questions, contact your county elections office at [insert email address] or [insert phone number].

## Correcting a mistake




- Completely erase the mistake, or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections), or
- Ask for a new ballot from your election office. Their contact information is on the reverse side.

---

## If you have a disability:

If you have a disability or cannot mark your ballot, your witness may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

When signing the envelope, Minnesota law says you may:

- Sign the return envelope yourself, or
- Make your mark, or
- Ask your witness to sign for you in your presence. (Have the witness sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask your witness to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

Please note: Voting is not covered by a power of attorney. A person with power of attorney may only sign for you in your presence, as outlined above.

---

**Confidentiality Notice:** The data you supply on your signature envelope is restricted to election officials prior to Election Day at 8:00 p.m. After that time, your envelope and the data on it, other than your identification number, are public information. Your ID number is required to ensure that the ballot is returned to the same voter who applied for it. You may refuse to provide it, but doing so may lead to your absentee ballot being rejected and will prevent you from checking on the status of your absentee ballot online.

Dear Military/Overseas Absentee Voter:

Your absentee ballot and supporting materials for the election on [month day, year] are attached. Your absentee ballot is being sent to you electronically because you requested this delivery method on your application. Please print, fill out, and return these materials so they are received by your county by election day, [day of the week], [month day, year].

**A paper ballot must be returned to Minnesota and received by election day to be counted.**

You may use the domestic mail service of the country you are located in, an international package delivery service, or the military or state department's mail services. Be sure to vote and return this ballot as soon as possible to ensure timely return. Your ballot must be received by your county elections office by election day to be counted.

This communication contains:

- A ballot
- Voting instructions
- Ballot envelope template
- Certificate of Eligibility
- Mailing envelope template

Carefully follow the instructions to ensure proper return of your voted ballot.

□ Print the materials

□ Fill out your ballot

□ Fold and seal your ballot and place it in your ballot envelope

□ Fill out the Certificate of Eligibility

□ Put the completed materials in your mailing envelope

□ Send your ballot by mail or package delivery service so that it is received by election day

**To check the status of your absentee ballot, visit https://minnesota.overseasvotefoundation.org.** Contact your county elections office at [email] or [phone number] if you have any questions.

**Please note:** Each voter must submit an application and receive their own ballot. **Do not forward this ballot to other voters.** A ballot received from a voter who did not submit an application will not be counted. Refer other military or overseas voters who need to apply for a ballot to https://minnesota.overseasvotefoundation.org.

Thank you.

# Instructions

## How to vote by absentee ballot
## for military and overseas voters sent ballots electronically

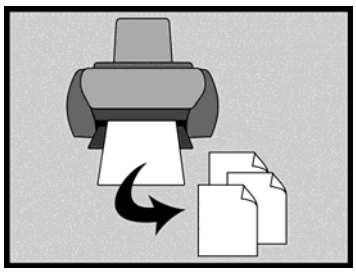
**Note: Your ballot must be printed out and physically returned. It cannot be returned electronically.**

### Get ready

**You will need:**

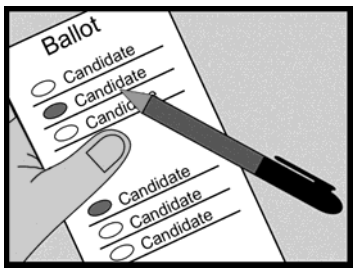
- A printer
- A pen with black ink
- Two envelopes (you have 3 options):
  - Address your own blank envelope by hand
  - Print the envelope templates directly onto envelopes (print the mailing envelope onto an envelope approximately 4 ⅛ inches by 9 ½ inches, so that everything is positioned according to postal regulations)
  - If you do not have access to any envelopes, create the envelopes by folding and taping or gluing the attachments.
- Your ID number
  U.S. passport number, Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security Number.
  *See below if you do not have any of these numbers*

### ❶ Print the materials



- Print your ballot, the Certificate of Eligibility, and the envelope templates if you are using them.
- Please note that the ballot may take multiple pages.
- Your printer should automatically scale the documents to fit on the printable area of the page. Just be sure that none of the words or ovals are cut off.

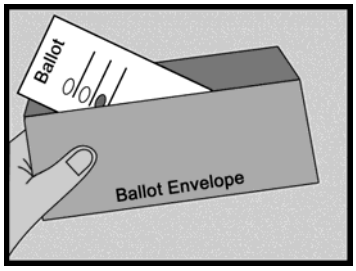
### ❷ Vote!




- Mark your votes in private.
- Follow the instructions on the ballot.
- Do <u>not</u> write your name or an ID number anywhere on the ballot.
- Do <u>not</u> vote for more candidates than allowed.
  *If you do, your votes for that office will not count.*

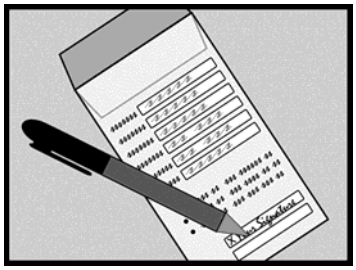
***See below if you make a mistake on your ballot.***

### ❸ Use one of the envelopes as the ballot envelope




- Put your ballot in this envelope to keep your votes private.
- Seal the envelope.
- Do not write on this envelope.

### ❹ Fill out the Certificate of Eligibility <u>completely</u>

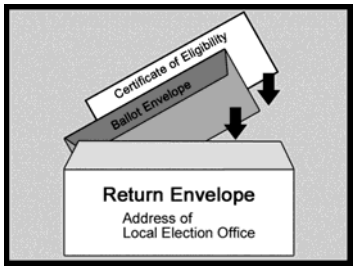


- Print your name and your Minnesota <u>street</u> address (present or last).
- Print your email address and phone number (optional).
- Print your passport number, Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security Number.
  **Be sure to use the same number that you provided on your absentee ballot application.**
  *If you do not have access to any of these documents, leave this space blank.*
- Read and sign the oath and write the date.

## ❺ Put it all together

- Attach the Certificate of Eligibility to the ballot envelope.
- Your second envelope is the return (mailing) envelope.
- Put the ballot envelope and the Certificate of Eligibility into the return envelope.
- Seal the return envelope.
- Address the return envelope to:

  Official Absentee Balloting Material
  _____ County
  [Street Address]
  [City], MN [Zip Code]
  USA




## ❻ Return your ballot <u>by election day to the address above</u>

- Send it so it arrives by election day, using mail, a package delivery service, or the diplomatic pouch at the U.S. embassy or consulate.

  Postage is not required if the postal permit is on the envelope and it is sent using U.S. mail, U.S. military mail, or the diplomatic pouch. Postage may be required if you use a foreign mail service or a package delivery service.

**To check the status of your absentee ballot, visit**
**https://minnesota.overseasvotefoundation.org.**

**If you need any help while voting, please contact your county elections office at [insert email address] or [insert phone number].**

---

## Correcting a mistake

- Print out a new ballot, or
- Completely erase the mistake, or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do <u>not</u> initial your corrections), or
- Ask for a new ballot from your election office.

---

## If you have a disability:

If you have a disability or cannot mark your ballot, another person may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

When signing the Certificate, Minnesota law says you may:

- Sign the return envelope yourself, or
- Make your mark, or
- Ask another person to sign for you in your presence. (Have this person sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask another person to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

Please note: Voting is not covered by a power of attorney. A person with power of attorney may only sign for you in your presence, as outlined above.

---

**Confidentiality Notice:** The data you supply on your Certificate of Eligibility is restricted to election officials prior to Election Day at 8:00 p.m. After that time, your Certificate of Eligibility and the data on it, other than your identification number, are public information. Your ID number is required to ensure that the ballot is returned by the same voter who applied for it. You may refuse to provide it, but doing so may lead to your absentee ballot being rejected and will prevent you from checking the status of your absentee ballot online.