**Minnesota Employee Email (recommended for November 1)**

**SUBJECT LINE: One Week to Election Day!**

I encourage you to cast your ballot on Election Day, next Tuesday, November 8.

* You may still [vote early in person](http://www.sos.state.mn.us/elections-voting/other-ways-to-vote/) at your elections office now through Monday, November 7.
* [Find your polling place](http://pollfinder.sos.state.mn.us/). Most polling places are open 7 a.m. to 8 p.m.
* ****If you need to [register or update your registration](http://www.sos.state.mn.us/elections-voting/register-to-vote/register-on-election-day/) to your current address, you may do so at your polling place.

All Minnesota voters have the right to take paid [time off to vote](http://www.sos.state.mn.us/media/2276/time-off-work-to-vote.pdf) and are not required to use personal leave or vacation time. Please inform your supervisor if your schedule will change due to voting.

Thank you.

**[NAME, TITLE]**