

# INSTRUCTIONS FOR ABSENTEE VOTERS

(IF YOU NEED TO SPEAK TO SOMEONE CALL 937-0240)

**APPLICATIONS TO VOTE ABSENTEE MAY BE OBTAINED MANY WAYS:** PICKING ONE UP AT VARIOUS PLACES – BOARD OF REGISTRARS’S OFFICES, COUNTY COMMISSION OFFICES, VIA EMAIL OR ONLINE ON THE BALDWIN COUNTY WEBSITE AT - (BALDWINCOUNTYAL.GOV/PROBATE/ELECTIONS/ABSENTEE-VOTING)

**APPLICATIONS MAY ONLY BE RETURNED TWO WAYS** – EITHER IN PERSON **BY THE VOTER** (NO ONE CAN RETURN SOMEONE ELSE’S APPLICATION) TO THE OFFICE OF THE ABSENTEE ELECTION MANAGER (AEM) IN BAY MINETTE, AT 125 D’OLIVE ST (LEGISLATIVE DELEGATION OFFICE) BAY MINETTE OR BY MAILING IT TO THE AEM AT 312 COURTHOUSE SQUARE, SUITE 34, BAY MINETTE, AL 36507 – **ONLY ONE APPLICATION PER ENVELOPE IS ACCEPTED**

**DEADLINE FOR RETURNING APPLICATION – 1)** IN PERSON – 4:30 PM (5) DAYS (THURSDAY) BEFORE THE ELECTION. NOTE: POSTMARK DOES NOT MATTER. APPLICATIONS MUST BE IN AEM OFFICE; **2)** VIA U.S. MAIL - 4:30pm (7) DAYS BEFORE THE ELECTION. A BALLOT AND INSTRUCTIONS FOR VOTING AND RETURNING THE BALLOT WILL BE MAILED BY THE NEXT BUSINESS DAY AFTER THE APPLICATION IS RECEIVED.

**YOU MAY VOTE ABSENTEE IN PERSON IN THE AEM’S OFFICE IN BAY MINETTE ONLY** – THIS IS THE LAW. THE DEADLINE FOR THIS IS 4:30 PM (5) FIVE DAYS (THURSDAY) BEFORE THE ELECTION. YOU MAY VOTE DURING OFFICE HOURS 8:00 AM TO 4:30 PM MONDAY THROUGH FRIDAY. OFFICE IS CLOSED FOR LUNCH, NOON UNTIL 1:00PM. VOTING ABSENTEE IN PERSON IS HIGHLY RECOMMENDED WHEN IT IS CLOSER TO THE DEADLINE TO RECEIVE APPLICATIONS BECAUSE IT IS SIMPLER TO TAKE CARE OF THE APPLICATION AND BALLOT PROCESS ALL AT ONCE. HOWEVER, THERE MAYBE A LITTLE WAIT TIME BECAUSE STAFFING IS VERY LIGHT (AEM AND ASSISTANT) SO PLEASE BE PATIENT.

**COPY OF PHOTO IDENTIFICATION IS SENT WITH THE APPLICATION.**

**MOST COMMON MISTAKE MADE WHEN RETURNING THE BALLOT IS:**

1. NOT HAVING THE VOTER’S SIGNATURE ON THE AFFIDAVIT ENVELOPE EITHER WITNESSED BY TWO PEOPLE 18 YEARS OLD OR OLDER (FAMILY MEMBERS MAY WITNESS SIGNATURE) OR NOTARIZED.

**DEADLINE FOR RETURNING BALLOT IS:** IF IN PERSON BY THE VOTER TO THE AEM’S OFFICE IN BAY MINETTE – 4:30 PM (MONDAY) THE DAY BEFORE THE ELECTION (UNLESS IT IS A HOLIDAY, THEN THE LAST BUSINESS DAY BEFORE THE ELECTION) OR VIA U.S. MAIL, **AND MUST BE RECEIVED NO LATER THAN NOON THE DAY OF THE ELECTION.**