

# Absentee Ballot Instructions

R.C. 3509.04, 3509.05, 3509.08, 3505.181 & VRA Section 208

*Please Read Carefully*

## 1 Complete Your Ballot

- Fill in the entire box or oval for your selection.
- Do not make any other markings on your ballot.
- Follow the specific instructions on the ballot.



## 2 Prepare Your Ballot and Envelope

**On the *outside* of the Identification Envelope, you *must* do the following:**

- Print your name and address on the Identification Envelope (if not already pre-printed by your board of elections)
- Provide **ONE** of the following:
  - A. The last four digits of your Social Security number **OR**
  - B. Your Ohio driver's license or state ID card number (2 letters followed by 6 numbers) **OR**
  - C. A **COPY** of a different form of current photo identification (a driver's license, state ID card, or interim ID form issued by the Ohio BMV; a US passport or passport card; or a US military ID card, Ohio National Guard ID card, or US Department of Veterans Affairs ID card). The copy of the photo ID must include images of the front and back, except for a passport which must include the passport's identification page.



If you choose option C above, place the **copy of your photo ID** in the Return Envelope **separate** from the Identification Envelope. Election officials must be able to see you have provided ID in order to open and count your ballot.

- Sign your name. **Important!** Your ballot cannot be counted without your signature.
- Seal your voted ballot into the Identification Envelope. Do not remove the numbered stub attached to your ballot.



- Place the sealed, completed, and signed Identification Envelope into the Return Envelope.
- Seal the Return Envelope containing your completed and sealed Identification Envelope and, if applicable, a copy of your photo ID.

## 3 Return Your Ballot

Return Your Ballot In Person By: **7:30 p.m. on Election Day**

Mail Your Ballot Postmarked By: **The day before Election Day**



### By Mail

If you are returning your absentee ballot by mail, it must be postmarked by the day before Election Day. If you are mailing your ballot during the week before Election Day, take your ballot to a post office and ensure a postmark as follows:

- ➔ If you use a postage label purchased at a USPS customer service window or vending machine, the date on the label is the postmark. This is the USPS recommended way to postmark your ballot.
- ➔ If you use postage stamps, ask that it be postmarked.

**Your voted  
absentee ballot  
postage will cost:**

### In Person

If you are returning your absentee ballot in person to your board of elections, you must do so by 7:30 p.m. on Election Day. Only you, your spouse, child, or a near relative\* may deliver your ballot to the board of elections for you. A disabled voter may select any person of their choosing to deliver their ballot, other than their employer or an officer in their union. The person delivering the ballot for a family member or disabled voter must complete an attestation form at the county board of elections office (Form 12-P). For county boards of elections locations and hours, please visit: [VoteOhio.gov](http://VoteOhio.gov).



Drop boxes may only be used by a voter to return their own personal ballot.

You may **NOT** return your absentee ballot to your polling place.

## 4 Track Your Ballot

- Go to [VoteOhio.gov/track](http://VoteOhio.gov/track).
- Select your county.
- Enter your first and last name to see where your ballot is or if it has been processed.

### What happens if I make an error when I mark my ballot?

If you make a mistake when marking your ballot, please contact your county board of elections for a replacement ballot. You may request a replacement ballot only two times.

#### **NOTICE:**

If you change your mind about voting absentee and decide to vote at your polling location on Election Day, you will be required to vote a provisional ballot.