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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 the 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 30 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 six 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.com](http://www.VoteManatee.com). 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 ❶ through ❹ are completed (please print clearly):

❶ _____ Voter Name: Last / First / Middle	❷ _____ Date of Birth	
❸ _____ Current Manatee County Residence: Street / City / State / ZIP Code		
❹ _____ Address to send ballot to, if different from ❸ above: Street / City / State / ZIP Code		
❺ Check the election(s) for which a Vote By Mail ballot is requested: <input type="checkbox"/> All elections through the next two General Elections <input type="checkbox"/> Other _____		
❻ _____ Voter Signature	_____ Date	_____ Telephone Number

### Requestor Information

Vote By Mail ballots may be requested on behalf of another person 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 record. The requestor must complete ❶ through ❺ above, and provide the following information:

_____	_____	_____
Requestor Name	Relationship to Voter	Requestor Driver License Number <i>(if available)</i>
_____		
Requestor Address: Street / City / State / ZIP Code		
_____		
Requestor Signature	Date	Daytime Telephone Number

Notice: Information provided on this form is confidential and exempt from public disclosure except that it is available to canvassing boards, election officials, political parties or officials thereof, candidates who have filed qualification papers and are opposed in an upcoming election, and registered political committees for political purposes only (Section 101.62(3), Florida Statutes).