



## Overseas & Military Voter Services

### Bernalillo County, New Mexico

Dear

IMPORTANT Instructions and Information

#### Federal Write-In Absentee Ballot (FWAB) - Final Steps for Submission to your U.S. Election Office

You have used the OVF Vote-Print-Mail Ballot system to generate a Federal Write-In Absentee Ballot (FWAB). Please follow these instructions to complete the process and submit the ballot to your U.S. Election Office.

The file you downloaded should contain the following documents:

1. **Important Instructions and Information** - (5 pages)( Please note: You do not need to submit the instructions to your U.S. Election Office.
2. The FWAB cover page which is titled: '**Voter's Declaration/Affirmation** - Federal Write-In Absentee Ballot (FWAB)' You must sign and date the cover page and submit it to your U.S. Election Office with your ballot and the addendum page if applicable.
3. **Addendum page** - to accompany the cover page. Sign, date and submit the addendum page only if it contains information such as a note to your election official or state-specific information. You do not need to submit a blank Addendum page.
4. Your **BALLOT** which is titled: 'Official Federal Write-In Absentee Ballot'

You will submit the ballot in a blank security envelope to your U.S. Election Office. Further instructions below.

5. For your reference only: The official **Privacy Act Statement** from the Federal Voting Assistance Program. You do not need to submit the Privacy Act Statement.
6. **Fax Cover Sheet**: Fax Cover Sheet: You have been provided with a completed fax cover sheet if you wish to fax your FWAB cover page and the addendum page together with your ballot in advance of mailing. Please note: In nearly every case, even if faxed in advance, ballots must be posted to arrive at your Election Office as hard copy, signed/dated originals to be valid.

#### Signatures/Dates:

Remember to sign and date the Voter's Declaration/Affirmation cover page. Sign and date the Addendum page only if it contains information and you will be submitting it in with the cover page.

#### Vote:

OVF's new Vote-Print-Mail Ballot system will have presented you with federal level candidate lists based on your voting jurisdiction. Please confirm that your ballot was properly completed with the candidate choices you intended to make.

If you chose the option to write-in the name of the candidates or their political party, it will have printed blank and you may complete it by hand.

OVF has provided candidate lists for voting at the federal level only. If you would like to vote for state-level offices, you will need to indicate the candidates and parties without our assistance. There are extra blank lines on the ballot page for this purpose. Note: Voters who are "indefinitely" living abroad and no longer paying state taxes should vote only at the federal level.

**President/Vice President** - enter names of candidates or name of party

**US Senate** - enter name of candidate, or name of party

**House of Representatives** - enter name of candidate, or name of party

To reference online candidate information, please refer to the [www.overseasvotefoundation.org](http://www.overseasvotefoundation.org) websites, and choose "Candidate Information" from the left sidebar menu.

It is possible that there is no Senate race in your state this year our system will not have provided you the opportunity to choose a candidate and the ballot will print with this line blank.

#### **Errors/Modifications and Re-printing Options:**

Ballots are generated on demand only by you, and are not saved by the OVF system. You can certainly correct any mistakes prior to submission.

To redo/change/modify any part of the cover page or your ballot:

1. If you saved your data in a Voter Account, login and choose to reprint your FWAB. You will be able to make any necessary changes prior to reprinting. Certain data will need to be reentered.
2. You can start the FWAB process over again. Repeat these steps as often as you need. Your ballot is only valid and used when submitted to your election office.

**IMPORTANT Note** - you will need to provide 2 envelopes:

1. A **"Ballot Security Envelope"** to hold your ballot page

Using a blank envelope, print **only** the words "Security Envelope" on the outside to make your ballot security envelope for your "Official Federal Write-In Absentee Ballot" page. Make sure to seal your completed ballot page within it. Do **NOT** put your name or any other markings or information on this envelope.

2. A larger **Mailing Envelope** for the forms and the Ballot Security Envelope

Your mailing envelope should be large enough to contain the Cover page, Addendum page and your sealed Ballot Security Envelope containing your completed ballot.

#### **Ballot Transmission Options:**

Ballot transmission options vary by state. Many states allow a combination of fax, email and mail transmission. You have been provided with a completed fax cover sheet if you wish to fax your ballot in

advance of sending it in. **In nearly every case, even if faxed in advance, ballots must arrive as hard copy, signed/dated originals to be valid.**

Please check the online [State-specific Voter Information Directory](#) - Voting Materials Transmission Options for your state.

Ballots can always be mailed by postal mail, and all states and territories (except Alabama) allow FedEx Express delivery.

Postal Mail: if you plan to use regular postal mail for your FWAB, please send it to the local election office at the following address:

**Return address:** Remember to put your return address on the outside of the envelope. This should be your address overseas; or if you are in the military, your current address whether within or outside of the U.S.

**Postage:**

**Overseas Citizens:** Take your FWAB to the local overseas post office to obtain the correct international airmail postage and to have your envelope postmarked from outside the US.

**Uniformed Services:** If you are mailing your FWAB from within the APO/FPO system, a Diplomatic Pouch, or U.S. Mail, please confirm and affix the correct postage.

***Thank you***

Overseas Vote Foundation is a nonprofit, nonpartisan public charity dedicated to facilitating overseas citizen and uniformed services voter participation in Federal elections. Please consider making a [donation](#) to help keep OVF going!

We hope that you have had a positive voting experience in this coming election, and that we have been able to assist you with our services,

Overseas Vote Foundation

[www.overseasvotefoundation.org](http://www.overseasvotefoundation.org)