



★ VIRGINIA ★
DEPARTMENT *of* ELECTIONS

Official ELECT Advisory

DATE: September 19, 2019

SUBJECT: Guidance on when to accept an electronically signed absentee ballot application

ISSUE: When must general registrars accept an electronically signed absentee ballot application?

WHY THIS IS NEEDED: General registrars are receiving electronically signed absentee ballot applications submitted by third-party organizations. Registrars have expressed concern about whether to accept and process these absentee ballot applications.

ACTION ITEMS: General registrars should accept and process absentee ballot applications containing electronic signatures when:

1. the electronic signature requires the signer to check a box confirming acknowledgment of the Affirmation Statement which appears on the Absentee Ballot Application; and
2. the completed Absentee Ballot Application includes a disclaimer indicating that it includes an electronic signature.

General registrars should not accept and process absentee ballot applications that do not meet these two conditions.

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