

HOW TO VOTE A VOTE BY MAIL BALLOT

A MESSAGE FROM THE
UNION COUNTY BOARD OF ELECTIONS
908-527-4123 * UCBOE@UCNJ.ORG



IF YOU HAVE RECEIVED A VOTE BY MAIL BALLOT, BE SURE TO FOLLOW THE SIMPLE INSTRUCTIONS BELOW TO ENSURE YOUR VOTE COUNTS!

1. MAKE YOUR SELECTIONS ON THE BALLOT USING A BLACK PEN
2. ENCLOSE THE BALLOT IN THE ENVELOPE WITH THE CERTIFICATE
3. SEAL THE ENVELOPE
4. COMPLETE THE CERTIFICATE BY FILLING IN YOUR NAME, ADDRESS, TOWN, AND PARTY AFFILIATION IN A PRIMARY ELECTION
5. SIGN THE CERTIFICATE ENVELOPE
6. PUT THE CERTIFICATE ENVELOPE IN THE OUTER ENVELOPE
7. WRITE YOUR RETURN ADDRESS
8. RETURN YOUR BALLOT TO THE UNION COUNTY BOARD OF ELECTIONS. SEE HOW BELOW!

IF YOU WERE ASSISTED IN COMPLETING YOUR VOTE BY MAIL BALLOT

- COMPLETE THE STEPS 1, 2 & 3 ABOVE
- HAVE YOUR ASSISTOR COMPLETE THE CERTIFICATE ON THE ENVELOPE
- THE VOTER MUST SIGN THE CERTIFICATE
- THE ASSISTOR **MUST** COMPLETE THE BOTTOM PORTION INDICATING THAT HE / SHE ASSISTED THE VOTER
- COMPLETE STEPS 6, 7 & 8 ABOVE

DELIVERY OPTIONS:

- **MAIL YOUR BALLOT.** VOTE BY MAIL BALLOTS MUST BE POSTMARKED ON OR BEFORE ELECTION DAY AND DELIVERED TO THE UNION COUNTY BOARD OF ELECTIONS WITHIN 7 DAYS OF THE CLOSE OF THE POLLS. PRE-PAID POSTAGE HAS BEEN APPLIED TO THE MAILING ENVELOPE.
- **A FRIEND OR RELATIVE CAN DELIVER IT FOR YOU.** VOTE BY MAIL BALLOTS MAY BE HAND DELIVERED TO THE UNION COUNTY BOARD OF ELECTIONS, 271 NORTH BROAD STREET, ELIZABETH, NJ BY 8PM ON ELECTION DAY OR DEPOSITED IN ONE OF THE DROP BOXES PROVIDED THROUGHOUT THE COUNTY. PLEASE CALL US FOR LOCATIONS. IF THE VOTER HAS ASKED SOMEONE TO DELIVER THE BALLOT, THE BEARER PORTION MUST BE COMPLETED ON THE OUTSIDE ENVELOPE IN THE PRESENCE OF THE VOTER. THE BEARER, OR PERSON DELIVERING THE BALLOT, MUST SHOW A NJ DRIVER'S LICENSE OR VALID NJ ISSUED ID WITH PICTURE AND CURRENT ADDRESS AT THE TIME THEY DELIVER THE BALLOT. FINALLY, A BEARER MAY NOT DELIVER MORE THAN 3 BALLOTS.

MAKING SURE YOUR BALLOT COUNTS

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- **BE SURE TO SIGN THE CERTIFICATE ENVELOPE:** THE VOTER MUST SIGN OR MAKE THEIR MARK ON THE CERTIFICATE ENVELOPE. IF THE CERTIFICATE ENVELOPE IS NOT SIGNED BY THE VOTER, IT WILL NOT BE COUNTED.
- **DO NOT DETACH THE CERTIFICATE FROM THE ENVELOPE:** THE CERTIFICATE ON THE OUTSIDE OF THE ENVELOPE, IN WHICH THE BALLOT WILL BE PLACED, MUST REMAIN ON THE ENVELOPE. THE CERTIFICATE CANNOT BE DETACHED FROM THE ENVELOPE. IF THE CERTIFICATE IS MISSING, YOUR VOTE WILL NOT BE COUNTED.
- **BE SURE TO INCLUDE THE BALLOT:** AFTER THE VOTER HAS VOTED THE BALLOT, THE BALLOT IS FOLDED AND PLACED IN THE CERTIFICATE ENVELOPE. SEAL AND COMPLETE THE CERTIFICATE ENVELOPE. IF YOU HAVE NOT INCLUDED YOUR BALLOT, YOUR VOTE WILL NOT BE COUNTED.
- **SECURE THE BALLOT IN THE CERTIFICATE ENVELOPE:** YOUR BALLOT MUST BE SEALED INSIDE THE CERTIFICATE ENVELOPE. THE CERTIFICATE ENVELOPE IS PLACED IN THE OUTER ENVELOPE FOR MAILING. IF YOUR BALLOT IS NOT SEALED IN THE CERTIFICATE ENVELOPE, IT WILL NOT BE COUNTED.
- **DO NOT SIGN OR INITIAL THE BALLOT:** VOTERS ARE ENTITLED TO THE RIGHT OF A SECRET BALLOT. BY SIGNING OR PLACING A SELF-IDENTIFYING MARK ON THE BALLOT, THE VOTER IS VOIDING THEIR RIGHT TO A SECRET BALLOT. IF YOUR BALLOT HAS A SELF-IDENTIFYING MARK ON THE BALLOT, YOUR VOTE WILL NOT BE COUNTED.
- **BE SURE THE ASSISTOR IDENTIFIES THEMSELVES:** IF A VOTER HAS BEEN ASSISTED, THE PERSON PROVIDING ASSISTANCE MUST SIGN IN THE APPROPRIATE LOCATION ON THE CERTIFICATE OF THE CERTIFICATE ENVELOPE. THE ASSISTOR MAY COMPLETE THE CERTIFICATE ENVELOPE, BUT THE VOTER MUST SIGN THEIR NAME OR MAKE THEIR MARK WHERE INDICATED. IF IT IS CLEAR THAT A PERSON OTHER THAN THE VOTER COMPLETED THE CERTIFICATE, BUT DID NOT COMPLETE THE ASSISTOR PORTION, YOUR VOTE WILL NOT BE COUNTED.