

**INSTRUCTIONS FOR ABSENT UNIFORMED SERVICES VOTERS AND OVERSEAS VOTERS
RECEIVING AN ABSENTEE BALLOT BY E-MAIL OR FAX**

- Step 1. Before marking your ballot, carefully read the voting instructions provided below.
- Step 2. You may mark your votes on the ballot in one of two ways:
- 1) Electronically mark your ballot: If you received the ballot by email, you may click on the oval or space to the right of the candidate name or to the right of “Yes” or “No” on proposals. Print the ballot and the certificate sent with the ballot on paper that is at least 8 ½” x 11” or “A4” in size.
 - 2) Manually mark your ballot: Print the ballot and the certificate sent with the ballot on paper that is at least “8 ½” x 11” or “A4” in size. (This step is not necessary if you received your ballot by fax.) Mark your votes on the printed ballot.
- Step 3. Read the certificate sent with the ballot. After reading the certificate, sign and date the certificate where indicated.
- Step 4. If you are disabled or otherwise unable to mark the ballot and required assistance in voting your ballot, have the individual who assisted you complete the section in the certificate entitled “TO BE COMPLETED ONLY IF VOTER IS ASSISTED IN VOTING BY ANOTHER INDIVIDUAL.”
- Step 5. Fold the ballot to conceal your votes.
- Step 6. Place the folded ballot and the signed certificate in an envelope and securely seal the envelope. If you do not enclose the signed certificate with your ballot, your ballot will not be counted.

Step 7. Write your name and return address on the outside of the sealed envelope. Print “OFFICIAL ABSENT VOTER’S BALLOT” beneath your return address. Be sure to enclose the signed certificate in the envelope with your voted ballot.

- Step 8. Address the envelope to the clerk, place the necessary postage on the envelope and deposit the envelope in the United States mail or with another public postal service, express mail service, parcel post service, or common carrier. If you are outside the United States, write “USA” below the clerk’s address. *Mail your ballot as soon as possible to ensure that it arrives in time to be counted!*

For an absent uniformed services voter or overseas voter, the absent voter ballot return envelope containing a marked absent voter ballot must be postmarked on or before election day and must reach the clerk or authorized assistant of the clerk within 6 days after the election. If the absent voter ballot return envelope containing an absent voter ballot for an absent uniformed services voter or overseas voter is received by mail by the clerk or authorized assistant of the clerk more than 6 days after the election or is postmarked after election day, the absent voter ballot will not be counted.

-- IMPORTANT NOTE --

The ballot and signed certificate cannot be returned to the clerk by e-mail or fax. A voted ballot that is returned to the clerk by e-mail or fax will not be counted.

VOTING INSTRUCTIONS

TO VOTE: Completely darken the voting target area opposite each choice. Use only a black or blue ink pen to mark your choices.

PARTISAN SECTION: If partisan offices appear on the ballot, the offices must be voted by casting individual votes for the candidates of your choice.

NONPARTISAN SECTION: If nonpartisan offices appear on the ballot, the offices must be voted by casting individual votes for the candidates of your choice.

Avoid “Overvoting”: When voting the partisan and nonpartisan sections of the ballot, do not cast a vote for more candidates than are indicated under the office title.

PROPOSAL SECTION: If proposals appear on the ballot, the proposals must be voted by casting a “Yes” vote or a “No” vote on each question.

WRITE-IN CANDIDATES: To vote for a candidate whose name is not printed on the ballot, write or place the name of that candidate in the blank space provided and completely darken the voting target area. Do not cast a write-in vote for a candidate whose name is already printed on the ballot for that office.

WARNING

All of the following actions are violations of the Michigan election law and are illegal in this state:

- (1) To vote an absent voter ballot at a meeting or gathering at which other individuals are voting absent voter ballots.
- (2) For an individual who is assisting an absent voter in marking the ballot to suggest or in any manner attempt to influence the absent voter on how he or she should vote.
- (3) For an individual who is present and knows that an individual is voting an absent voter ballot to suggest or in any manner attempt to influence the absent voter on how he or she should vote.
- (4) For an individual other than a member of the immediate family of the voter including a father-in-law, mother-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparent, or grandchild or an individual residing in the voter's household to return, offer to return, agree to return, or solicit to return an absent voter ballot to the clerk.
- (5) For an individual other than the absent voter; an individual listed above; or an individual whose job it is to handle mail before, during, or after being transported by a public postal service, express mail service, parcel post service, or common carrier, but only during the normal course of his or her employment to be in possession of a voted or unvoted absent voter ballot.