

## **ELEMENTARY BOND ELECTION VOTING PROCESS INFORMATION**

- When will the mail-in ballots be sent out to registered voters?
  - Ballots will be mailed from August 26 – Sept 4 (10 – 20 days prior to the election)
- Instructions for completing a ballot and process for returning the ballot.
  - The following instructions will appear on the top portion of the ballot.

### **INSTRUCTIONS TO VOTER**

The following are instructions on how to vote your ballot. Please follow these instructions precisely, to ensure your ballot can be counted.

1. Verify that there is a signature of an election official at the bottom of the ballot.
  2. Verify that there are no voting marks on the ballot.
  3. Use a #2 pencil or black or blue pen to mark the ballot.
  4. TO VOTE, you must darken the oval completely. Placing other marks outside the oval will not suffice.
  5. Do NOT cross out or erase. If you make a mistake, contact the Gage County Clerk's office for instructions.
  6. Place voted ballot into the return identification envelope (brown) and complete, SIGN and seal envelope. Any person physically unable to sign the envelope must make his/her "mark" and must have an individual witness. If signing as POA, a copy of your papers must be included.
  7. Do NOT place more than ONE (1) voted ballot into the return identification envelope.
  8. Return ballot by:
    - a. Drop Box - located in the parking lot entrance East side of Courthouse, 612 Grant Street, Beatrice, NE
    - b. Hand Delivery - deliver the ballot to the office of the Election Commissioner/County Clerk
    - c. Mail - return ballot by mail by placing 0.98 cents postage on the envelope.
  9. Ballot MUST be in the possession of the Gage County Clerk's office by 5:00 p.m. on September 15, 2015.
- Some of the common things that people miss that could disqualify a ballot.
    - The only thing that will **absolutely** cause a ballot to be rejected is the lack of signature on the ballot envelope. There may be other cases, such as, someone has signed for someone else as a POA and did not enclosed the proper documentation.
  - How does someone register to vote?
    - An individual may register to vote either by mail, DMV, in person. Deadline for the mail or DMV would be August 28<sup>th</sup> and in person September 4<sup>th</sup>

- When is the last day someone has to register to be able to receive a ballot by mail?
  - September 4, 2015 at 6:00 p.m.
- If someone registers after this can they still vote and if yes, how?
  - Cannot register to vote in the bond election after September 4, 2015
- When is the absolute last day to register to vote in the September 15 bond election?
  - September. 4, 2015
- Any other piece of information that you think would be important to have on our site about the voting process.
  - It is very important to have resident's correct address including any PO BOX number to insure ballot gets delivered in a timely manner. If they have moved or changed their name, they should call or come into our office to make sure we have their correct information