

Commonwealth of Virginia

Absentee Ballot Application Form

INSTRUCTIONS Application for Absentee Ballot

Complete all required information in Parts A-D, and Parts E/F, if applicable. Otherwise, your application cannot be processed.

TOP OF FORM

Complete the information at the top. You **must**...

- Be a registered voter in the locality where you are applying.
- Identify the election for which you are applying.

PART A

Check only one reason for applying to vote absentee.

Enter the required information to support the reason.

(This information **is required** by state law.) **Note:** "First time voters in Virginia" who registered to vote by mail **may vote by mail only if** the reason code in Part A is 1A, 2A, 6A, 6B, 6C, 6D or 7A.

PART B

Print the address where your absentee ballot is to be sent, if voting by mail. The ballot can only be sent to:

- The address where the voter will be while out of their county/city; or
- The address where the voter is temporarily confined due to an illness or disability; or
- The address where the voter is confined awaiting trial or having been convicted of a misdemeanor.
- A military or overseas voter (reasons 6A, 6B, 6C or 6D) located outside the continental U.S. (48 contiguous states and DC) may ask to receive their ballot by e-mail or fax.
- The ballot cannot be sent "in care of" any other person.

PART C

- Indicate if assistance **from another person** will be needed to vote the ballot due to the voter's disability, blindness or inability to read or write. If Yes is checked, an **Assistance Form** will be sent with the absentee ballot. The form, to be returned with the ballot, provides a legal safeguard for the voter and the assistant.

PART D

- **Absentee Voter:** Read the Statement in **Part D**. Then print your full name, **current legal** residence address, your social security number (last 4 digits required) and a daytime telephone number. **Sign your name.** Note: No witness is required to be present when you sign. A signature under a *power of attorney* cannot be accepted. (**Also see Part E.**)

PART E

- **Assistant: if the absentee voter is unable to sign his/her name due to a disability, blindness or inability to read or write,** the assistant must write on the voter's signature line: "Applicant Unable to Sign." **Assistant must complete and sign Part E.**

Assistant should also ensure that the rest of the application is complete.

PART F

- To remain a qualified voter, state law requires you to notify the General Registrar of a change in your name or address. Complete Part F and sign your name. (The change will not be effective during the 28 days before a general or primary election.)

ATTENTION VOTERS

Apply early! You can apply to vote absentee as early as one year before the election. You can apply in person at your city or county voter registration office or by sending a completed application by mail, fax, or a scanned copy. Ballots are available about 45 days before November elections and about 30 days before other elections.

If applying and voting by mail, allow enough time for your application to be processed and your ballot mailed to you. **The deadline for applying to vote absentee by mail is 5:00 PM the Tuesday before the election. Your voted ballot must be received by the Electoral Board before polls close on election day.**

The deadline for applying and casting your ballot in-person at your local voter registration office is the Saturday before the election.

Visit the State Board of Elections website, <http://www.sbe.virginia.gov> for:

- Contact information for your local voter registration office
- Information about absentee voting
- The status of your absentee application (under Voter Information, Registration Status).

Toll Free 800 · 552 · 9745 (TTY 800 · 260 · 3466).

ATTENTION MILITARY AND OVERSEAS VOTERS

You are encouraged to use the Federal Post Card Application (FPCA) which also serves as a voter registration application. To obtain the FPCA form and information, visit <http://www.fvap.gov>. Submitting this Virginia Absentee Ballot Application form will be interpreted as a request by you to discontinue any pending FPCA. You can submit a new FPCA if you are eligible.

Privacy Act Notice: Privacy Act Notice: This form collects personal information, including your social security number, for identification and to prevent fraud. Your application will be denied if you fail to provide the last four digits of your social security number or any other information required to determine your qualification to vote absentee. Federal law (the Privacy Act) and state law (Va. Code § 24.2-701 and the Government Data Collection and Dissemination Practices Act) authorize collecting this information and restrict its use to official purposes only.

WARNING: INTENTIONALLY MAKING A MATERIALLY FALSE STATEMENT ON THIS FORM CONSTITUTES THE CRIME OF ELECTION FRAUD, WHICH IS PUNISHABLE UNDER VIRGINIA LAW AS A FELONY. VIOLATORS MAY BE SENTENCED TO UP TO 10 YEARS IN PRISON, OR UP TO 12 MONTHS IN JAIL AND/OR FINED UP TO \$2,500. YOU ALSO LOSE YOUR RIGHT TO VOTE.

List of Voter Registration Offices
(General Registrar) as of 7/1/2008

Accomack County

PO Box 97
Accomack, VA 23301-0097
(757) 787 - 2935

Albemarle County

PMB 404 536 Pantops Center
Charlottesville, VA 22911
(434) 972 - 4173

Alexandria City

132 North Royal St, Ste. 100
Alexandria, VA 22314-3283
(703) 838 - 4050

Alleghany County

110 Rosedale Ave, Ste. D
Covington, VA 24426-1294
(540) 965 - 1690

Amelia County

PO Box 481
Amelia, VA 23002-0481
(804) 561 - 3460

Amherst County

PO Box 550
Amherst, VA 24521-0550
(434) 946 - 9315

Appomattox County

PO Box 8
Appomattox, VA 24522-0008
(434) 352 - 5302

Arlington County

2100 Clarendon Blvd, Ste. 320
Arlington, VA 22201-5400
(703) 228 - 3456

Augusta County

PO Box 590
Verona, VA 24482-0590
(540) 245 - 5656

Bath County

PO Box 157
Warm Springs, VA 24484-0157
(540) 839 - 7266

Bedford County

County Admin Building
122 East Main St, Ste. 204
Bedford, VA 24523-2000
(540) 586 - 7649

Bedford City

PO Box 807
Bedford, VA 24523-0807
(540) 587 - 6007

Bland County

PO Box 535
Bland, VA 24315-0535
(276) 688 - 4441

Botetourt County

PO Box 62
Fincastle, VA 24090-0062
(540) 473 - 8235

Bristol City

300 Lee St
Bristol, VA 24201-4327
(276) 645 - 7318

Brunswick County

100 Tobacco St, Rm. 103
Lawrenceville, VA 23868-1823
(434) 848 - 4414

Buchanan County

PO Box 975
Grundy, VA 24614-0975
(276) 935 - 6534

Buckingham County

PO Box 222
Buckingham, VA 23921-0222
(434) 969 - 4304

Buena Vista City

2039 Sycamore Ave
Buena Vista, VA 24416-3133
(540) 261 - 8605

Campbell County

PO Box 103
Rustburg, VA 24588-0103
(434) 332 - 9579

Caroline County

PO Box 304
Bowling Green, VA 22427-0304
(804) 633 - 9083

Carroll County

Governmental Center
605-3 Pine St, B 110
Hillsville, VA 24343-1404
(276) 730 - 3035

Charles City County

PO Box 146
Charles City, VA 23030-0146
(804) 652 - 4606

Charlotte County

PO Box 118
Charlotte CH, VA 23923-0118
(434) 542 - 5856

Charlottesville City

PO Box 911
Charlottesville, VA 22902-0911
(434) 970 - 3250

Chesapeake City

411 Cedar Rd
Chesapeake, VA 23322-5566
(757) 277 - 9797

Chesterfield County

PO Box 1690
Chesterfield, VA 23832-1690
(804) 748 - 1471

Clarke County

PO Box 555
Berryville, VA 22611-0555
(540) 955 - 5168

Colonial Heights City

PO Box 3401
Colonial Heights, VA 23834-9001
(804) 520 - 9277

Covington City

1011A North Rockbridge Ave
Covington, VA 24426-1534
(540) 965 - 6380

Craig County

PO Box 8
New Castle, VA 24127-0008
(540) 864 - 6190

Culpeper County

151 N Main St
Culpeper, VA 22701
(540) 825 - 0652

Cumberland County

PO Box 8
Cumberland, VA 23040-0008
(804) 492 - 4504

Danville City

515 Main St
Danville, VA 24541-1317
(434) 799 - 6560

Dickenson County

PO Box 1306
Clintwood, VA 24228-1306
(276) 926 - 1620

Dinwiddie County

PO Box 365
Dinwiddie, VA 23841-0365
(804) 469 - 4512

Emporia City

PO Box 1092
Emporia, VA 23847-1092
(434) 634 - 9533

Essex County

PO Box 1561
Tappahannock, VA 22560-1561
(804) 443 - 4611

Fairfax County

12000 Govt Ctr Pkwy, Ste. 323
Fairfax, VA 22035-0081
(703) 222 - 0776

Fairfax City

10455 Armstrong St
Sisson House
Fairfax, VA 22030-3640
(703) 385 - 7890

Falls Church City

300 Park Ave, Rm 101E
Falls Church, VA 22046-3332
(703) 248 - 5085

Fauquier County

32 Waterloo St, Ste. 207
Warrenton, VA 20186-3238
(540) 347 - 6972

Floyd County

100 East Main St, Rm. 302
Floyd, VA 24091-2101
(540) 745 - 9350

Fluvanna County

PO Box 44
Palmyra, VA 22963-0044
(434) 589 - 3593

Franklin County

70 East Court St, Ste. 302
Rocky Mount, VA 24151-1720
(540) 483 - 3025

Franklin City

PO Box 42
Franklin, VA 23851-0042
(757) 562 - 8545

Frederick County

107 North Kent St, Ste. 102
Winchester, VA 22601-5000
(540) 665 - 5660

Fredericksburg City

PO Box 7447
Fredericksburg, VA 22404-7447
(540) 372 - 1030

Galax City

PO Box 1045
Galax, VA 24333-1045
(276) 236 - 7509

Giles County

120 North Main St, Ste. 3
Pearisburg, VA 24134-1625
(540) 921 - 2802

Gloucester County

PO Box 208
Gloucester, VA 23061-0208
(804) 693 - 3659

Goochland County

PO Box 1013
Goochland, VA 23063-1013
(804) 556 - 5803

Grayson County

PO Box 449
Independence, VA 24348-0449
(276) 773 - 2842

Greene County

PO Box 341
Stanardsville, VA 22973-0341
(434) 985 - 5213

Greensville County

PO Box 1092
Emporia, VA 23847-1092
(434) 348 - 4228

Halifax County

PO Box 400
Halifax, VA 24558-0400
(434) 476 - 3322

Hampton City

1919 Commerce Dr, Ste. 280
Hampton, VA 23666
(757) 727 - 6218

Hanover County

PO Box 419
Hanover, VA 23069-0419
(804) 365 - 6080

Harrisonburg City

PO Box 20031
Harrisonburg, VA 22801
(540) 432 - 7707

Henrico County

PO Box 27032
Richmond, VA 23273-7032
(804) 501 - 4347

Henry County

PO Box 7
Collinsville, VA 24078-0007
(276) 638 - 5108

Highland County

PO Box 386
Monterey, VA 24465-0386
(540) 468 - 2013

Hopewell City

309 North 2nd Ave
Hopewell, VA 23860-2704
(804) 541 - 2232

Isle of Wight County

PO Box 77
Isle of Wight, VA 23397-0077
(757) 365 - 6230

James City County

PO Box 3567
Williamsburg, VA 23187-3567
(757) 253 - 6868

King & Queen County

PO Box 56
King & Queen CH, VA 23085-0056
(804) 785 - 5980

King George County

PO Box 1359
King George, VA 22485-1359
(540) 775 - 9186

King William County

PO Box 173
King William, VA 23086-0173
(804) 769 - 4952

Lancaster County

PO Box 159
Lancaster, VA 22503-0159
(804) 462 - 5277

Lee County

PO Box 363
Jonesville, VA 24263-0363
(276) 346 - 7780

Lexington City

PO Box 922
Lexington, VA 24450-0922
(540) 462 - 3706

Loudon County

801 Sycolin Rd, SE, Ste. 102
Leesburg, VA 20175-5686
(703) 777 - 0380

Louisa County

PO Box 220
Louisa, VA 23093-0220
(540) 967 - 3427

Lunenburg County

160 Courthouse Sq
Lunenburg, VA 23952-9999
(434) 696 - 3071

Lynchburg City

3236 Odd Fellows Rd
Lynchburg, VA 24501
(434) 847 - 1609

Madison County

PO Box 267
Madison, VA 22727-0267
(540) 948 - 6533

Manassas City

9025 Center St
Manassas, VA 20110-5403
(703) 257 - 8230

Manassas Park City

City Hall, 1 Park Center Ct
Manassas Park, VA 20111-2395
(703) 335 - 8806

Martinsville City

PO Box 1323
Martinsville, VA 24114-1323
(276) 403 - 5122

Mathews County

PO Box 328
Mathews, VA 23109-0328
(804) 725 - 3200

Mecklenburg County

PO Box 436
Boydton, VA 23917-0436
(434) 738 - 6191

Middlesex County

PO Box 358
Saluda, VA 23149-0358
(804) 758 - 4420

Montgomery County

755 Roanoke St, Ste. 1F
Christiansburg, VA 24073-3175
(540) 382 - 5741

Nelson County

PO Box 292
Lovingson, VA 22949-0292
(434) 263 - 4068

New Kent County

PO Box 128
New Kent, VA 23124-0128
(804) 966 - 9699

Newport News City

2400 Washington Ave
Newport News, VA 23607-4305
(757) 926 - 8683

Norfolk City

PO Box 1531
Norfolk, VA 23501-1531
(757) 664 - 4353

Northampton County

PO Box 510
Eastville, VA 23347-0510
(757) 678 - 0480

Northumberland County

PO Box 84
Heathsville, VA 22473-0084
(804) 580 - 4655

Norton City

PO Box 225
Norton, VA 24273-0225
(276) 679 - 1162

Nottoway County

PO Box 24
Nottoway, VA 23955-0024
(434) 645 - 8148

Orange County

146 Madison Rd, Ste. 204
Orange, VA 22960-1449
(540) 672 - 5262

Page County

117 South Court St
Luray, VA 22835-1289
(540) 743 - 3986

Patrick County

PO Box 635
Stuart, VA 24171-0635
(276) 694 - 7206

Petersburg City

PO Box 1031
Petersburg, VA 23804-1031
(804) 733 - 2380

Pittsylvania County

110 Old Chatham Elementary Ln
Chatham, VA 24531
(434) 432 - 7971

Poquoson City

500 City Hall Ave, Rm. 139
Poquoson, VA 23662-1996
(757) 868 - 3070

Portsmouth City

801 Crawford St, 1st Fl
Portsmouth, VA 23704-3822
(757) 393 - 8644

Powhatan County

3834 Old Buckingham Rd, Ste. G
Powhatan, VA 23139-7051
(804) 598 - 5604

Prince Edward County

PO Box J
Farmville, VA 23901
(434) 392 - 4767

Prince George County

PO Box 34
Prince George, VA 23875-0034
(804) 722 - 8748

Prince William County

9250 Lee Ave
Manassas, VA 20110-5557
(703) 792 - 6470

Pulaski County

52 West Main St, Ste. 300
Pulaski, VA 24301-5045
(540) 980 - 2111

Radford City

106 Arlington Ave, Ste. A
Radford, VA 24141-1540
(540) 731 - 3639

Rappahannock County

PO Box 236
Washington, VA 22747-0236
(540) 675 - 5380

Richmond County

PO Box 1000
Warsaw, VA 2257

FOR OFFICE USE ONLY

Precinct: _____ District: _____ Application number: _____ Reviewed by: _____
Received: In person By mail By fax Other Application accepted: YES NO Reason not accepted: _____
Date received: / / Printed Last Name: _____
Ballot to be: Mailed E-mailed Voted in person (*On machine*): YES NO

Commonwealth of Virginia

Absentee Ballot Application

Submit a separate form for each person and for each election. Must Complete Parts A through D (and E/F if applicable).

I am registered to vote in the County/City of: _____

I am applying to vote in: General Election or Special Election Democratic Primary Republican Primary

To be held on: / / Printed Last Name: _____

PART A Under Virginia law a registered voter may qualify to vote absentee by completing one of the following statements.

Note: First time voters who registered by mail may be ineligible to apply to vote absentee by mail. See Instructions.

→ **I will be absent on Election Day from the county/city in which I am registered to vote because of the following:**

- 1A** Student attending (name/address of school): _____
- 1B** Spouse of student attending (name/address of school): _____
- 1C** Business (name of employer or business): _____
- 1D** Personal business or vacation (place of travel—VA city/county or State or Country): _____
- 6A** Active duty Merchant Marine or Armed Forces (Branch/Rank or Rate, Service ID): _____
- 6B** Spouse or dependent living with a member of 6A (Branch/ Rank or Rate, Service ID): _____
- 6C** Temporarily residing outside US, cohabitant spouse or dependent (if your Virginia residence is **no longer available to you**, provide your last date of residence in Virginia): _____
- 6D** Temporarily residing outside US for employment, cohabitant spouse or dependent (if your Virginia residence is **no longer available to you**, provide your last date of residence in Virginia): _____

→ **I will be unable to go to the polls in person on Election Day for the following reason:**

- 2A** My disability or illness (nature of disability or illness): _____
- 2B** I am primarily and personally responsible for the care of a disabled/ill family member confined at home.
Their Name: _____ Nature of their Disability/illness: _____
- 2C** My pregnancy.
- 5A** I have a religious obligation (religion and nature of obligation): _____

→ **I am:**

- 1E** Working and commuting to/from home for 11 or more hours between 6:00 AM and 7:00 PM on Election Day.
Working/Commuting: : AM – : PM.
Name of business or employer and workplace address: _____
- 3A** Confined, awaiting trial (place/address of confinement): _____
- 3B** Confined, convicted of a misdemeanor (place/address of confinement): _____
- 4A** An electoral board member, registrar, officer of election, or custodian of voting equipment.
- 7A** Requesting a ballot for **presidential and vice-presidential electors only**. (Ballots for other offices/issues will not be sent.)

PART B I am voting by mail

- Send the ballot to me at the address in Part D where I am currently registered.
- Send the ballot to me at my new Virginia residence address provided in Part F.
- Send the ballot to me at the address listed below. (See the instructions page for addresses allowed.)

Street Address (or e-mail/fax for overseas/military voters outside of continental U.S.) _____ City _____ State _____ Zip Code _____

PART C Assistance

- I will need assistance in marking my ballot due to a disability, blindness, or inability to read or write. (Required *Request for Assistance* form and assistant's instructions will be sent with ballot.)

PART D Absentee Voter's Statement

I declare under felony penalty that, to the best of my knowledge, the facts contained in this application are true and correct, and that I have not, and will not vote in this election at any other place in Virginia or in any other state. Knowingly giving any untrue information in this document is a felony under Virginia law. The maximum penalty is a fine of \$2500 and/or confinement for up to ten years. You also lose your right to vote.

If voter is applying in person, do not sign form until in the presence of a Registrar or Electoral Board Member.

→ _____ / /
Signature of Registered Voter (required) **Printed Full Name of Absentee Voter (required)** Date

- - - - _____
 Social Security Number Year of Birth Daytime Telephone Number E-mail Address or Fax Number:
 (last 4 digits required)

Legal Virginia Residence (Street Address) (required) _____ City _____ State _____ Zip Code _____

- Check here if submitting a change of Name or Address in Part F.

PART E Assistant's Statement (Required only if voter cannot sign or write for reasons stated in PART C)

- I declare, under felony penalty of law, that...**
- I have written on applicant's signature line: "*Applicant Unable to Sign.*"
 - I have signed and provided requested information below.

Signature of Assistant _____ Printed Full Name of Assistant _____

Address of Assistant _____ City _____ Zip Code _____

PART F Change of Name or Address

Full Name _____ If Name changed, former Full Name _____ / /
 Date moved from old Address

New Virginia Residence Address _____ Apt., Suite or Lot No. _____ City _____ State _____ Zip Code _____

New Mailing Address (if different from New Virginia Residence Address) _____

Old Virginia Residence Address _____
 - -
 Social Security Number (optional)

Signature (required)