

# 2016 Florida Voter Registration and Voting Guide

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## *Voter's Bill of Rights and Responsibilities*

### **Each registered voter in this state has the right to:**

1. Vote and have his or her vote accurately counted.
2. Cast a vote if he or she is in line at the official closing of the polls in that county.
3. Ask for and receive assistance in voting.
4. Receive up to two replacement ballots if he or she makes a mistake prior to the ballot being cast.
5. An explanation if his or her registration or identity is in question.
6. If his or her registration or identity is in question, cast a provisional ballot.
7. Written instructions to use when voting, and, upon request, oral instructions in voting from elections officers.
8. Vote free from coercion or intimidation by elections officers or any other person.
9. Vote on a voting system that is in working condition and that will allow votes to be accurately cast.

### **Each registered voter in this state should:**

1. Familiarize himself or herself with the candidates and issues.
2. Maintain with the office of the Supervisor of Elections a current address.
3. Know the location of his or her polling place and its hours of operation.
4. Bring proper identification to the polling station.
5. Familiarize himself or herself with the operation of the voting equipment in his or her precinct.
6. Treat precinct workers with courtesy.
7. Respect the privacy of other voters.
8. Report any problems or violations of election laws to the Supervisor of Elections.
9. Ask questions, if needed.
10. Make sure that his or her completed ballot is correct before leaving the polling station.

#### **NOTE TO VOTER:**

Failure to perform any of these responsibilities  
does not prohibit a voter from voting

Statutory reference: Section 101.031, F.S.

# 2016 Elections Calendar

March

15

Tuesday

**Presidential Primary Election: March 15, 2016**

**Registration Deadline:** February 16

**Minimum Mandatory Early Voting Period:** March 5-12

August

30

Tuesday

**Primary Election: August 30, 2016**

**Registration Deadline:** August 1

**Minimum Mandatory Early Voting Period:** August 20-27

November

8

Tuesday

**General Election: November 8, 2016**

**Registration Deadline:** October 11

**Minimum Mandatory Early Voting Period:** October 29-November 5

**Registration Deadline:** See "Voter Registration Information" on page 4 for registration requirements and "When Can I Register (Question #6)" on page 5 for more information on voter registration deadlines.

**Early Voting:** Each county Supervisor of Elections may at his or her discretion expand the 8-day early voting period by adding one or more of the following days: the 15<sup>th</sup>, 14<sup>th</sup>, 13<sup>th</sup>, 12<sup>th</sup>, 11<sup>th</sup>, 10<sup>th</sup>, 9<sup>th</sup> day and 2<sup>nd</sup> day (Sunday) before Election Day. For times and locations specific to your county, please visit the Division's website at [dos.myflorida.com/elections](http://dos.myflorida.com/elections) or your county Supervisor of Elections' website, whose link can be found beginning on page 24.

**Hours on Election Day:** Polls are open on Election Day from 7 a.m. to 7 p.m. local time. Voters waiting in line at 7 p.m. will be allowed to vote.

## Candidate Offices

### 1. What offices will be up for election in 2016?

#### **Federal Offices**

- President and Vice-President of the United States
- U.S. Senator (one of two seats)
- Representative in Congress (all congressional districts)

**Multicounty and District Offices** (*Contact your local Supervisor of Elections to determine if any of these offices in your county will appear on the ballot in the upcoming general election.*)

- State Senator (all districts)
- State Representative (all districts)
- State Attorney (all except 20<sup>th</sup> Judicial Circuit)
- Public Defender (all except 20<sup>th</sup> Judicial Circuit)

**County Offices** (*Election of some county offices vary by county; contact your local Supervisor of Elections to determine the manner of election for these offices.*)

- Board of County Commissioners
- School Board (nonpartisan)
- Other constitutional offices depending on county

#### **Judicial Retention (Nonpartisan)**

- Justices, Supreme Court of Florida (only those whose terms expire January 2017)
- Judges, District Courts of Appeal (only those whose terms expire January 2017)

**Circuit Judges (Nonpartisan)** (Only those whose terms expire January 2017)

**County Court Judges (Nonpartisan)** (Only those whose terms expire January 2017)

**NOTE: Proposed amendments to Florida's Constitution may also be on the ballot, as well as county, municipal, and district referenda or other ballot measures.**

## Voter Registration Information

### 2. Who can register and vote? *(Section 97.041, Fla. Stat.)*

You must be:

- At least 18 years of age,
- A citizen of the United States of America, and
- A legal resident of Florida and of the county where you intend to vote.

You can pre-register on or after your 16<sup>th</sup> birthday and may vote in any election held on or after your 18th birthday.

### 3. Who are not entitled to register or vote?

*(Section 97.041, Fla. Stat.)*

You cannot register or vote if you are:

- Adjudicated mentally incapacitated with respect to voting unless that right has been restored.
- A convicted felon unless your right to vote has been restored.
- Not a citizen of the United States of America. *(A lawful permanent resident cannot register or vote in Florida.)*

### 4. How do I register to vote? *(Section 97.053, Fla. Stat.)*

You must complete a voter registration application. Applications are available:

- **Online.** Download and print the application form directly from the website of your local Supervisor of Elections or from the Division of Elections' website at: [dos.myflorida.com/elections/for-voters/voter-registration](https://dos.myflorida.com/elections/for-voters/voter-registration). (See listing of county Supervisors of Elections beginning on page 24 of this publication.)
- **Through any of the following locations:**
  - Any Supervisor of Elections' office
  - Any office that issues driver licenses including tax collector's offices. (Although these offices have and accept paper applications, they primarily collect your voter registration information electronically at the same time as you get a new or renewed license. The information is then forwarded to the Supervisor of Elections for further processing.)
  - Any voter registration agency *(i.e., an office that provides public assistance, office that serves persons with disabilities, center of independent living, armed forces recruitment office, and public library).*

- The Division of Elections.
- Fishing and hunting license shops.

**You may mail or deliver your signed paper application to any Supervisor of Elections' office, the Division of Elections, or any voter registration agency.**

## **5. What must I complete on the voter registration application as a new applicant?** *(Section 97.053, Fla. Stat.)*

### **You must provide:**

- Your name.
- Your address of legal residence.
- Your date of birth.
- Your valid Florida driver license number or Florida identification card number. *If you have not been issued either of these numbers, provide the last four digits of your Social Security number. If you have not been issued that number either, then you must mark or write "none" in the field asking for this information.*
- A mark in each of three check boxes affirming that you
  - Are a citizen of the United States of America.
  - Have not been convicted of a felony or that, if convicted, you have had your civil rights restored.
  - Have not been adjudicated mentally incapacitated with respect to voting or that, if adjudicated, you have had your right to vote restored.
- Your signature. Your signature means that *you swear or affirm under penalty of false oath that the information you provided is true. (No one other than the voter may sign or mark his or her own voter registration application. A power of attorney is not accepted.)*

**Note: A party affiliation is not required for a new registration. However, if you do not designate a political party affiliation, you will be registered without party affiliation (i.e., no party affiliation (NPA)).**

## **6. When can I register?** *(Sections 97.053, 97.055 and 97.0555, Fla. Stat.)*

**You can register any time, by mail or in person. However, if you want to vote in an upcoming election, the deadline to register is the 29th day before that election.** A late registration exception is found in the answer to Question #19 for "Military and Overseas Voters." Otherwise, new voter registrations will be accepted after the deadline to register for an election, but only for the purpose of later elections.

**Your registration date will be the date your new voter registration application (if complete) is postmarked or hand delivered to:**



- Any county Supervisor of Elections' office,
- The Division of Elections,
- An office that issues driver's licenses (examiner's or tax collector's office, or
- Any voter registration agency (i.e., any office that provides public assistance, any office that serves persons with disabilities, any center for independent living, any armed forces recruitment office, or any public library).

Once you become registered, your county supervisor of elections will mail you a voter information card.

## 7. Is my voter registration record a public record?

*(Section 97.0585, Fla. Stat.)*

**All voter registration information is public (e.g., date of birth, address, party affiliation, phone number and email address). The following information is confidential and exempt from public disclosure:**

- Social Security number,
- Driver's license number,
- Florida identification number,
- Location of voter's place of registration or voter registration update.

**A voter's signature may be viewed but may not be copied.**

Additionally, if you are a *victim of domestic violence, stalking or aggravated stalking and participate in the Attorney General's Address Confidentiality Program and decide to register to vote*, your voter registration information will be protected from further public disclosure. See sections 741.401 through §741.465, Fla. Stat. For further details, contact the Bureau of Advocacy and Grants Management in the Florida Office of the Attorney General at 850.414.3300.

If you are a **member of one of the statutorily recognized high-risk professional classes (e.g., judge, prosecutor, firefighter, human resource officer, etc.)** you may request that your address and certain other identifying information such as your date of birth within your voter registration record be protected from public disclosure. You must submit a request in writing to the Florida Division of Elections or your Supervisor of Elections (Section 119.071(4)(d)1, Fla. Stat). You may use the Public Records Exemption Request form at the Florida Department of State's website at: [dos.myflorida.com/offices/general-counsel/](https://dos.myflorida.com/offices/general-counsel/).

## Changes in Address, Name, Party, or Signature

### 8. When can I update my registration record?

*(Section 97.055, Fla. Stat.)*

You may change or update (e.g., name, address, signature, political party affiliation, etc.) your record at any time, *except* a political party change for a primary election must be made by the registration deadline or it will not become effective until after the primary election. **You should update your voter registration record when any of the following apply:**

**A. You change your legal residence** *(See sections 97.1031 and 101.045, Fla. Stat.; Uniformed and Overseas Citizens Absentee Voting Act, 52 U.S.C. 20301)*

If you change your residence within the State of Florida, you may update your voter registration record by **(you do not have to re-register)**:

- Contacting the Supervisor of Elections in the county of your new residence directly in person, by phone, by fax, by e-mail, or by other signed written notice (including a voter registration application), provided the signed notice includes your date of birth.
- Submitting a signed voter registration application to any other Supervisor of Elections in the state, the Division of Elections, the Department of Highway Safety and Motor Vehicles (other than through the electronic intake process), or any voter registration agency.

**In Florida, you can only vote in the precinct to which you have moved.** However, if you are temporarily living outside your home county and have no permanent address in the county, you can remain registered in the county. In that situation, you will be assigned the precinct that contains the main office of the Supervisor of Elections. You will not be able to vote in municipal elections.

If you move overseas indefinitely and the last place you lived in the U.S was in Florida with no permanent residence, but you are still a registered Florida voter, you can still vote but only in federal election races.

**To avoid delays at the polling place, you should update your address before you go to vote. If you do not update your address by the time you vote, it may affect how you vote as follows:**

- If your precinct corresponding to your new address uses an electronic database as a precinct register, or you are an active uniformed services personnel or a family member thereof moving within the same county or from another Florida county, you will have to first execute a change of address at the polls before you can vote a regular ballot.

- In all other circumstances, you will not be able to update your address at the polls. However, you will be allowed to vote a provisional ballot. See “Provisional Voting” on page 20 for details.

**B. You change your name** *(See sections 97.1031 and 101.045, Fla. Stat.)*

If you change your name by marriage or other legal process, you must notify the Supervisor of Elections of the change by completing a voter registration application or other signed written notice, which includes your date of birth. If you have not provided this information prior to going to vote, you will have to fill out a name change form at the polls before voting.

**C. You change your party affiliation** *(See section 97.1031, Fla. Stat.)*

To change your party affiliation, you must notify the Supervisor of Elections of the change by using a voter registration application or other signed written notice, which includes your date of birth. You cannot change your party at the polling place. To be effective for a primary election, a party change must be made at least 29 days before the election.

**D. Your signature (handwriting) changes** *(See section 98.077, Fla. Stat.)*

Signatures change over time and should be regularly updated with the Supervisor of Elections. If your signature on record does not match your signature on a candidate or issue petition, vote-by-mail ballot, or provisional ballot, your petition or ballot will not count.

Signature updates for provisional and vote-by-mail ballot verification purposes must be submitted no later than the start of the canvassing of absentee ballots. Canvassing may start as early as 15 days before Election Day. Contact your Supervisor to find out when canvassing is scheduled to begin. To update your signature, you must use a voter registration application and submit it to the Supervisor of Elections.

## 9. Are there any special requirements when voting for the first time in Florida? (Section 97.0535, Fla. Stat.)

Yes, special identification requirements apply only if you are a first-time voter in the state and you registered by mail and have not been issued a Florida driver license number, Florida identification number, or a Social Security number, .

**You must provide one of the following forms of identification at the time of registering or at any time before voting for the first time:**

Form containing your name and photo	Or, a copy of a current and valid:
<ul style="list-style-type: none"> <li>• United States passport,</li> <li>• Debit or credit card,</li> <li>• Military identification,</li> <li>• Student identification,</li> <li>• Retirement center identification,</li> <li>• Neighborhood association identification,</li> <li>• Public assistance Identification,</li> <li>• Veteran health identification card issued by the United States Department of Veteran Affairs,</li> <li>• Florida license to carry a concealed weapon or firearm, or</li> <li>• Employee identification card issued by any branch, department, agency, or entity of the Federal Government, the state, a county, or a municipality.</li> </ul>	<ul style="list-style-type: none"> <li>• Utility bill</li> <li>• Bank statement</li> <li>• Government check or paycheck, or</li> <li>• Other government document containing your name and current residence address.</li> </ul>

**Do not send** original identification documents to the Supervisor of Elections.

To avoid any potential problems when you go to vote, it is best to submit a copy of the required identification with the voter registration application form. If you intend to vote-by-mail and do not provide the required identification beforehand, you must include a copy of your identification with the returned vote-by-mail ballot or your ballot will not count.

However, if you fall into one of the following categories, the identification is not required, but you must swear or affirm under penalty of perjury on your ballot certificate that you are exempt because you:

- Are 65 years of age or older.
- Have a temporary or permanent physical disability.
- Are a member of the uniformed services on active duty or a spouse or

dependent, thereof, who, by reason of such active duty, is absent from the county on Election Day.

- Are a member of the Merchant Marine or a spouse or dependent thereof, who, by reason of service in the Merchant Marine, is absent from the county on Election Day.
- Are residing outside the United States but are eligible to vote in Florida.

**If you go to the polls to vote, you must provide a photo and signature ID before you can vote a regular ballot. This is required of all voters at the polls.**

## **10. Why was I sent an address change notice or a notice asking me to confirm my address?** *(Sections 98.065, 98.0655, Fla. Stat.)*

Whenever the Supervisor of Elections receives information from the post office or another governmental agency source that you have moved:

- *Within* Florida, your registration record will be automatically changed to reflect that new address. The Supervisor of Elections' office will send you an **address change notice**. Sometimes the Supervisor of Elections will send an **address confirmation request** to check whether you are still registered at the address on record. Contact your Supervisor of Elections if the address on the notice or request is incorrect or changed.
- *Outside* Florida, the Supervisor of Elections' office will send you an **address confirmation final notice**. You must respond within 30 days or your registration status will be automatically changed to inactive. As an *inactive voter*, you are still registered and can vote. Your inactive status will revert to active status if you update your voter registration record, go to the polls to vote, or request an absentee ballot. However, if you do not take any of these actions after two general (federal) elections from the date you were made first inactive, your name will be removed from the registration system. You will have to re-register in order to vote.

## Sample Ballot

### **11. Where can I get a sample ballot for an upcoming election?** *(Section 101.20, Fla. Stat.)*

Sample ballots are provided in the following ways:

- Each polling place will have at least 2 sample ballots.
- The Supervisor of Elections must publish a sample ballot in the newspaper of general circulation in the county before the day of the election.
- At least 7 days before an election, the Supervisor of Elections may:
  - Email you a sample ballot if you have provided the supervisor your email address. (The statewide uniform voter registration application includes a space to request a sample ballot by email.)
  - Mail a sample ballot to each registered voter or household in which there is a registered voter.

If you have questions regarding sample ballots, contact your county Supervisor of Elections.

## Vote-by-Mail

**NOTE: For uniformed services personnel and overseas civilian absentee voting, see page 14. For all other voters, read below.**

### 12. Can I vote by mail?

*(Sections 97.021(1) and 101.62, Fla. Stat.)*

All registered voters are permitted to vote-by-mail under Florida law.  
**You do not need an excuse to vote-by-mail except on Election Day.**

**Note:** A vote-by-mail ballot is sometimes referred to as an “absentee” ballot.

### 13. How can I request a vote-by-mail ballot?

*(Sections 101.62 and 101.69, Fla. Stat.)*

You, or if directed by you, a member of your immediate family or your legal guardian, may request a vote-by-mail ballot from your Supervisor of Elections.

**If you make the request**, you must disclose:

- Your name;
- Your address; and
- Your date of birth;

**If your immediate family member or legal guardian requests the ballot for you, he or she must provide** the following **additional** information:

- The requester's name;
- The requester's address
- The requester's driver license number, if available;
- The requester's relationship to the voter; and,
- The requester's signature (written request only).

The request can be made either in person, by mail, by fax, by phone, by email or online through the Supervisor of Elections' website. If you do not otherwise specify which election, one request serves as a request to receive an vote-by-mail ballot in all elections (for which you are eligible to vote) occurring from the date of the initial request through the end of the calendar year following the second ensuing regularly scheduled general election.

**The deadline to request that a vote-by- ballot be mailed to you is 5 p.m. on the sixth day before the election.** Vote-by-mail ballots will be mailed by non-forwardable mail to the voter's current mailing address on file or any other address specified by the voter in the request. If you ask that the ballot be mailed to an address other than one on file, you have to submit a signed written request unless you are an absent uniformed services voter or an overseas voter.

## 14. When can I expect my vote-by-mail ballot to be sent to me? (Sections 101.62 and 101.69, Fla. Stat.)

**For vote-by-mail ballot requests already on file for an upcoming election, vote-by-mail ballots must be sent:**

- No later than 45 days before the election for voters covered by the Uniformed and Overseas Citizens Absentee Voting Act (UOCAVA). The ballots will be sent *by forwardable mail, fax, or email* as specified by the voter in the request.
- During a 7-day window (between 35 and 28 days) *by non-forwardable mail* to all other non-UOCAVA vote-by-mail ballot voters.

**If you do not have an vote-by-mail ballot request on file already for the upcoming election, Supervisors of Elections will provide you a vote-by-mail ballot as soon as possible after receiving your request; however, by law, the latest a supervisor may mail a vote-by-mail ballot to you is 4 days before an election.**

**You may instead pick up your vote-by-mail ballot at any time after the ballots are printed and up through Election Day, however Election Day delivery of vote-by-mail ballots are restricted to emergency situations.**

Your designee may pick up a vote-by-mail ballot for you on Election Day subject to execution of the [Election Day Vote-by-Mail Ballot Delivery Affidavit](#) or up to 5 days before the day of the election. Your designee is limited per election to picking up two blank vote-by-mail ballots for other voters, not counting his or her own ballot or ballots for members of his or her immediate family. A designee must have [written authorization](#) from you, present a picture I.D., and sign an affidavit. If you do not have a vote-by-mail ballot request on file, a written request must accompany the affidavit.

***Election Day Delivery:*** Special procedures apply before a vote-by-mail ballot can be delivered on Election Day to the voter or his or her designee. An affidavit has to be executed stating that *an emergency precludes the voter from being able to vote at his or her assigned polling place*. The voter or the designee will have to affirm on the [Election Day Vote-by-Mail Ballot Delivery Affidavit](#) the facts constituting the emergency.

## 15. When must I return my vote-by-mail ballot?

(Sections 101.62 and 101.69, Fla. Stat.)

Voted vote-by-mail ballots must be received by the Supervisor of Elections' office no later than 7 p.m. on the day of the election, except if you are an overseas voter voting in a presidential preference primary or general election, you have 10 extra days from Election Day. See Question # 22.



## 16. Where do I return my vote-by-mail ballot?

*(Section 101.62, Fla. Stat.)*

You must return your vote-by-mail ballot to the Supervisor of Elections. Do not return your voted vote-by-mail ballot to a polling place or early voting site unless you want to vote at the polls. In the latter case, take the vote-by-mail ballot with you to the polls, whether or not it has been marked, so that it can be cancelled. However, if you are unable to return the ballot, you can still go to the polls and vote a provisional ballot.

You can track the status of your vote-by-mail ballot through the online voter registration lookup at: [dos.myflorida.com/elections](https://dos.myflorida.com/elections) or through your Supervisor of Elections' website.

## 17. What happens if I returned my vote-by-mail ballot but forgot to sign the certificate? *(Sections 101.62 and 101.69, Fla. Stat.)*

You may still have time to fix the omission by first executing an [Omitted Signature Affidavit for Vote-by-Mail Ballot](#) and have your vote-by-mail ballot counted. The affidavit must be received by the Supervisor of Election no later than 5 p.m. on the day before the election. You must also submit a copy of one of the following forms of identification:

- **One that includes your name and photograph**, which may be a U.S. passport; debit or credit card; military ID; student ID; retirement center ID; neighborhood association ID; public assistance ID; veteran health identification card issued by the United States Department of Veterans Affairs; Florida license to carry a concealed weapon or firearm; or an employee identification card issued by any branch, department, agency, or entity of the Federal Government, the state, a county, or a municipality; or
- **One that shows your name and current residence address**, which may be a current utility bill, bank statement, government check, paycheck, or government document (excluding voter information card).

Instructions and the affidavit are available on the Division of Elections' website at: [dos.myflorida.com/elections](https://dos.myflorida.com/elections) and on your county Supervisor of Elections' website.

### **18. How can I register to vote as a uniformed services member or a U.S. citizen residing overseas?** *(Sections 101.6952 and 101.697, Fla. Stat.; Rule 1S-2.030, Fla. Admin Code)*

If you are a United States uniformed services member on active duty, a Merchant Marine member, spouse or dependent thereof, or a United States citizen residing outside of the United States, you can register to vote by using:

- The statewide voter registration application,
- The national mail-in application, or
- The Federal Post Card Application (FPCA). The FPCA is unique in that it can be used as a voter registration application, a request for a vote-by-mail ballot or both. The FPCA request for a vote-by-mail ballot will be effective as a “standing” request to receive a vote-by-mail ballot for all elections in which you are eligible to participate occurring from the date you submitted your initial request through the end of the calendar year of the second ensuing regularly scheduled general election. The FPCA is available online on the Federal Voting Assistance Program’s website at: [fvap.gov](http://fvap.gov), or by contacting your Voting Assistance Officer.

You can get a voter registration application online, or by asking your county Supervisor of Elections to mail, fax or email you the form. (You may also request a vote-by-mail ballot be sent to you online or by mail, fax, phone or email.)

### **19. Can I register later than the 29-day deadline for registration?** *(See section 97.0555, Fla. Stat.)*

Yes, you can register later than the 29-day deadline provided you are otherwise qualified and you have:

- Been discharged or separated from the uniformed services or the U.S. Merchant Marine,
- Returned from a military deployment or activation, or
- Separated from employment outside the territorial limits of the United States.

You have until 5:00 p.m. on the Friday before the election to register. This also applies to an accompanying family member. You will have to produce sufficient documentation showing evidence of qualifying for the late registration.

## 20. If I am a uniformed services member or a U.S. citizen residing overseas, how do I request a vote-by-mail ballot?

Refer to the responses to Questions #13 and #18. You can use the Federal Post Card Application to submit a vote-by-mail ballot request. You may also contact your county Supervisor of Elections online or by mail, fax, phone, or email to send you a vote-by-mail ballot.

## 21. If I am a uniformed services member or a U.S. citizen residing overseas, when can I expect to get my vote-by-mail ballot?

*(Sections 101.62, 101.6952, Fla. Stat.; Rule 1S-2.030, Fla. Admin. Code)*

Vote-by-mail ballots for requests already on file must be transmitted to absent stateside and overseas uniformed services personnel and overseas citizens at least 45 days before each election. If you have not received your ballot two weeks before an election, contact your county Supervisor of Elections. If you are already registered, you can also phone, fax, email, mail or submit online your request at any time up through Election Day. However, if you want the ballot mailed to you, the request must be made no later than 6 days before the election. Otherwise, the vote-by-mail ballot can be faxed or emailed to you at any time up through Election Day. See special procedures for "Election Day Delivery" in response to Question #14.

If you include an e-mail address with your vote-by-mail ballot request, the Supervisor will use that e-mail address to let you know when your request was received; the estimated date the ballot will be sent to you; and the date your voted ballot was received.

## 22. If I am a uniformed services member or a U.S. citizen residing overseas, how do I return my vote-by-mail ballot?

*(Sections 101.62, 101.6952, Fla. Stat.; Rule 1S-2.030, Fla. Admin. Code)*

Once you receive your vote-by-mail ballot, carefully follow the instructions sent to you with your vote-by-mail ballot or else your ballot may not count. Sign and date the ballot certificate to ensure that your ballot is counted. **Return the voted ballot so that the Supervisor of Elections receives it no later than 7 p.m. on Election Day. A 10-day extension exists only for overseas voters in a presidential preference primary or general election.** The ballot will be counted, provided the ballot is:

- Postmarked or dated no later than the date of the election,
- Received by the supervisor of elections of the county in which you are registered to vote no later than 10 days after the date of the election, and
- Proper (including complete).

**Only overseas voters can return their voted ballot by fax; otherwise, the voted ballot must be returned by mail.**

You can track the status of your vote-by-mail ballot request and the ballot through the online voter registration lookup link at: [dos.myflorida.com/elections](https://dos.myflorida.com/elections) or through your Supervisor of Elections' website.

## **23. As a uniformed services member or a U.S. citizen residing overseas, how can I use the federal write-in absentee ballot (FWAB)?**

*(Section 101.6952, Fla. Stat., and Uniformed and Overseas Citizens Absentee Voting Act (52 U.S.C. 20301), Military and Overseas Voters Empowerment Act)*

If it is getting close to Election Day and you still have not received your vote-by-mail ballot, **you can use the Federal Write-In Absentee Ballot (FWAB) as an emergency back-up vote-by-mail ballot.** In order to use it, you have to be a registered voter and have previously requested a regular vote-by-mail ballot. The ballot can be used to vote for in any federal, state, or local races. To indicate your choice on a FWAB for:

- A federal office, write the candidate's name, or for general elections only, you have the option of writing either the candidate's name or the political party. In the latter case, the vote cast will be counted for the candidate of that political party, if there is such a party candidate on the ballot.
- A state or local office, write the office title and the candidate's name, or for general elections only, you have the option of writing either the candidate's name or the candidate's political party. In the latter case, the vote cast will be counted for candidate's political party, if there is such a party candidate on the ballot.
- A joint candidacy, you may write your choice for one or both qualified candidates on the same ticket and the vote cast will count for the joint candidacy.
- For a judicial merit retention race, write the name of the judge or justice and specify your vote by writing "yes" or "no" next to the name.
- For any ballot measure, identify the ballot measure by writing it on the ballot and specify your vote by writing "yes" or "no" next to the measure.

The FWAB is available online at: [fvap.gov](https://fvap.gov). The FWAB and additional information for military and overseas voters are also available from:

Director, Federal Voting Assistance Program  
Office of the Secretary of Defense Washington Headquarters Services  
1155 Defense Pentagon  
Washington, D.C. 20301-1155  
Fax: 703-588-0108  
Email: [vote@fvap.ncr.gov](mailto:vote@fvap.ncr.gov)  
Toll-free: 800-438-8683

## **24. How can I use the state write-in vote-by-mail ballot?** *(Section 101.6951, Fla. Stat.; Rule 1S-2.028, Fla. Admin. Code)*

If you are an overseas voter and a military or other contingency will keep you from being able to get the official vote-by-mail ballot during the normal delivery period, you can request a State Write-in vote-by-mail Ballot from your Supervisor of Elections.

- The State Write-in vote-by-mail Ballot may only be used for a general election.
- Your request must be submitted to your Supervisor of Elections between 180 days (6 months) and 90 days (3 months) before the general election. (The earliest date to request a State Write-in Ballot for the 2016 General Election is May 12, 2016.)
- To mark your choices on the ballot, write in the candidate's name or the name of a political party. In the latter case, the ballot will be counted for the candidate of that political party, if there is such a party candidate on the ballot.

## Early Voting

### **25. When does the early voting period occur?**

*(Section 101.657, Fla. Stat.)*

If there is an election that contains a state or federal race, early voting must begin 10 days before an election and end on the 3rd day before an election.

In addition, the supervisor of elections in your county can choose to offer one or more of the following days for early voting: the 15<sup>th</sup>, 14<sup>th</sup>, 13<sup>th</sup>, 12<sup>th</sup>, 11<sup>th</sup>, or 2<sup>nd</sup> day (Sunday) before the election.

Early voting must be at least 8, but not more than 12, hours per day.

Early voting is optional in elections not held in conjunction with a state or federal office.

Contact your Supervisor of Elections or view the supervisor's website to find out the specific times and locations for early voting if and when offered for an election in your county.

### **26. How can I become a poll worker?**

*(Sections 102.012, 102.014, and 102.021, Fla. Stat.)*

Supervisors of Elections are always looking to hire friendly, dedicated people to work at the polls on Election Day. The work can sometimes be demanding, but it is also rewarding.

- You must be a registered or pre-registered voter in the county in which you want to serve.
- Contact your local Supervisor of Elections if you are interested.
- You will receive the training necessary to perform your duty as a poll worker.

## Election Day Information

### 27. How will I be notified if my polling place changes? *(Sections 97.071 and 101.71, Fla. Stat.)*

Any time there is a change to your polling place:

- You will receive notice and a new voter information card at least 14 days before the election.
- Notice will also be posted at least once in the newspaper, no sooner than 30 days before, but no later than 7 days before an election.
- A polling place change will be posted on your county Supervisor of Elections' website.
- In the case of an emergency and when time does not permit to provide the notices above, the notice of the new polling place will be posted at the old polling place.

### 28. What can I expect at the polls?

*(Sections 101.048 and 101.043, Fla. Stat., and Rule 1S-2.037, Fla. Admin. Code)*

**Opening and Closing of Polls:** *(Section 101.011, Fla. Stat.)*

Polls are open on Election Day from 7 a.m. until 7 p.m., local time. To determine your polling place, check your voter information card or contact your Supervisor of Elections. You may also find your polling place on [dos.myflorida.com/elections](https://dos.myflorida.com/elections), through the online voter lookup or on your Supervisor of Elections' website.

**The law requires you to vote in the precinct that corresponds to your address of legal residence.**

**Identification:** *(Section 101.043, Fla. Stat.)*

**In order to vote at the polls during early voting or on Election Day, you must show a photo and signature identification. Acceptable forms of photo identification are limited to:**

- Florida driver license,
- Florida identification card issued by the Department of Highway, Safety and Motor Vehicles,
- United States passport,
- Debit or credit card,
- Military identification,
- Student identification,
- Retirement center identification,
- Neighborhood association identification,
- Public assistance identification,



- Veteran health identification card issued by the United States Department of Veterans Affairs,
- License to carry a concealed weapon or firearm issued pursuant to s. 790.06, or
- Employee identification card issued by any branch, department, agency, or entity of the Federal Government, the state, a county, or a municipality.

**If your photo identification does not contain your signature, you will be required to show an additional form of identification that includes your signature.**

Once your identity has been established, you will be asked to sign the precinct register or electronic device (and during early voting, the early voting ballot certificate) and then you will be allowed to vote. If you need assistance in marking your ballot, please let a poll worker know. If you make a mistake when voting on a paper ballot, ask for a replacement. You may receive up to two replacements, or a total of three ballots.

**Poll Watchers:** *(Section 101.131, Fla. Stat.)*

Besides poll workers present at the polls to process voters, you may see people who have been designated as poll watchers in the polls. The following entities and persons may each have one poll watcher in each polling room or early voting area at any one time during an election:

- Each political party.
- Each political committee with issues on the ballot that they are registered to support or oppose.
- Each candidate.

Poll watchers may not interact with voters. They must be registered voters in the county in which they serve and cannot be candidates or law enforcement officers. A poll watcher is given an identification badge that he or she must wear while in the polling room or early voting site.

**Provisional voting:** *(Section 101.048, Fla. Stat.)*

If your eligibility to vote cannot be determined for any reason, you are entitled to vote a provisional ballot. If you vote a provisional ballot, you must be given a written notice of rights that includes:

1. A statement that you have the right to bring further evidence (if you choose) of your eligibility to the Supervisor of Elections. You have until 5 p.m. of the second day after the election to do so.
2. A statement that if you voted a provisional ballot solely because you did not bring in identification, you do not have to bring in further evidence of eligibility. The local canvassing board will count your ballot if you voted in the right precinct and the signature on the provisional ballot certificate matches the signature on the voter registration record.

3. A statement that if you voted a provisional ballot because your personal identifying number could not be verified, you can provide in person or by copy through fax, e-mail, or mail a copy of the card with the identifying number to the Supervisor of Elections and that the deadline is 5 p.m. of the second day after the election to do so.
4. Instructions on how you can find out after the election if your provisional ballot was counted, and if not, the reason(s) why.
5. A statement that if this is a primary election, you should contact the Supervisor of Elections' office immediately to confirm that you are registered and will be able to vote in the general election.

**Voting Systems:** Each county purchases its own voting system, so the type of system may vary from one county to the next; however, each system must first have been certified by the Department of State to be authorized for purchase and use in Florida. If you have questions about the voting system in your county and how to use it, contact your county Supervisor of Elections.

All voting, except for voting by person with disabilities (see section below), must be by marksense ballot which uses a marking device for the purpose of designating ballot selections. All polling places are equipped with accessible voting systems for persons with disabilities to enable such persons to vote without assistance if they choose.

### **29. What assistance in voting may I receive if I have a disability or an inability to read or write?**

*(Sections 97.061, 101.051, 101.661, and 101.655, Fla. Stat.)*

If you need help to vote due to blindness, disability, or inability to read or write, you have several options for voting.

- You can vote on a touchscreen or other accessible marking device at the polls. Voting on a touchscreen allows you to vote with minimal or no assistance and in secret. Federal and state law require accessible voting equipment to be in each polling place.
- You can receive personal help to vote at the polls during early voting or on Election Day. You do not have to reveal the nature or extent of your disability. You can choose anyone to help you, except your employer or an agency of your employer or an officer or agency of your union. If you have no one to help you at the polls, you can get the help of two election officials at the polling place. If you did not indicate beforehand on your voter registration application that you would need help to vote at the polls, you will first have to fill out a declaration affirming that you need help. The clerk at the polling place can help you fill out the form. In addition, the person you choose to help you will have to fill out a declaration (unless that person is election staff) saying he or she will provide help. If you have any questions about receiving help in voting, please direct your questions to the clerk or inspector at the polling place.
- You can vote vote-by-mail from the comfort of your home or elsewhere and have someone of your choice, other than your employer, agent of your employer or an officer or agent of your union, mark the choices or assist you in marking your choices on the ballot.
- If you are in an assisted living facility or a nursing home facility, you can receive a vote-by-mail ballot there, or you may participate in supervised voting at the facility if made available through your Supervisor of Elections.

### 30. What does a “closed primary” mean?

*(Sections 100.061 and 101.021, Fla. Stat., and Article VI, Section 5(b), Florida Constitution)*

**Florida is a closed primary state. That means that only voters who are registered members of a political party which has candidates on the primary ballot may vote for that party's candidates at the primary election.**

Voters with no party affiliation (NPA) are not eligible to vote for party candidates in a primary election. However, all qualified voters regardless of party affiliation or no party affiliation can vote in the following races appearing on a primary election ballot:

- All candidates in the same race have the same party affiliation and the winner will have no opposition in the general election. (This is known as a **Universal Primary Contest**.)
- Nonpartisan judicial and school board offices.
- Nonpartisan special districts and other local offices.
- Local referendum questions.

**At a *general* election, all registered voters may vote regardless of party affiliation.**

### 31. How do I vote on judicial races?

*(Section 105.041, Fla. Stat.)*

**All judicial races in Florida are nonpartisan.**

- **Justices for the Florida Supreme Court and Judges of the District Courts of Appeal** will appear on the general election ballot asking you to a vote on their retention by answering 'YES' or 'NO'.
- Candidates for **circuit and county court judge** will appear on the primary ballot and on the general election ballot, if necessary, for election or retention (for those counties who provide for that option).

## Violations

### 32. How do I report voter fraud or election law violations?

(Sections 97.012(15), 97.023, 97.028, and 97.0575 Fla. Stat.; Rules 1S-2.025, 1S-2.036, 1S-2.038, and 1S-2.042(8), Fla. Admin. Code)

You may report voter fraud or other violations in the following ways:

1. If it involves a violation of either the National Voter Registration Act of 1993, the Help America Vote Act of 2002, or an irregularity or fraud involving voter registration, voting, candidate petitions or issue petitions, or removal procedures under the Florida Election Code, submit a written complaint to the *Division of Elections*, Room 316, R.A. Gray Building, 500 S. Bronough Street, Tallahassee, Florida 32399-1050, 850-245-6200.

Complaint forms are available on the Division of Elections' website at: [dos.myflorida.com/elections/contacts/elections-fraud-complaint](https://dos.myflorida.com/elections/contacts/elections-fraud-complaint).

The Division of Elections also operates a **Voter Fraud Hotline (in English and Español)**: Toll Free 1-877-868-3737, M-F 8:00a.m. - 5:00p.m., Eastern Time.

2. If it involves campaign financing, candidates, committees, or other political activities under chapters [104](#) and [106](#), and section [105.071](#), Florida Statutes, submit a sworn written complaint to the *Florida Elections Commission*, Suite 224 Collins Building, 107 West Gaines Street, Tallahassee, Florida 32399-1050, 850-922-4539. The Florida Elections Commission has jurisdiction only to impose civil penalties (*i.e.*, fines). (See section 106.25, Fla. Stat.)

**The Florida Elections Commission is *not* affiliated with the Department of State, Division of Elections.**

3. All other violations should be reported to the local state attorney. ([Chapter 104](#), Florida Statutes, contains criminal violations within Florida's Election Code.) Violations of Chapter 104 may be reported to the Florida Elections Commission or the state attorney, or both, but as stated above, the Florida Elections Commission's jurisdiction is limited to imposing fines.

## Additional Questions

### **33. Who do I contact if I have additional questions?**

The best source of advice is your county Supervisor of Elections as the supervisor can answer questions directly related to the election process in your county. The Supervisors of Elections contact information and website addresses are located on the following pages.

The Division of Elections also provides a toll-free Voter Assistance Helpline for general questions: 1-866-308-6739.

## Florida's Supervisors of Elections

### **Alachua**

Pam Carpenter  
515 N. Main St., Suite 300  
Gainesville, FL 326012  
Phone: 352-374-5252  
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### **Baker**

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E-mail: vote@bakercountyfl.org  
bakerelections.com

### **Bay**

Mark Andersen  
830 West 11<sup>th</sup> Street  
Panama City, FL 32401  
Phone: 850-784-6100  
Fax: 850-784-6141  
E-mail: baysuper@bayvotes.org  
bayvotes.org

### **Bradford**

Terry L. Vaughan  
PO Box 58  
Starke, FL 32091-0058  
Phone: 904-966-6266  
Fax: 904-966-6165  
E-mail: bradsoe@bradford-co-fla.org  
bradfordelections.com

### **Brevard**

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Melbourne, FL 32941-0819  
Phone: 321-264-6740  
Fax: 321-264-6741  
E-mail: soe@votebrevard.com  
votebrevard.com

### **Broward**

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PO Box 029001  
Fort Lauderdale, FL 33302-9001  
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browardsoe.org

### **Calhoun**

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20859 Central Avenue E., Room 117  
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Phone: 850-674-8568  
Fax: 850-674-2449  
E-mail: soecalco@fairpoint.net  
votecalhoun.com

### **Charlotte**

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Phone: 941-833-5400  
Fax: 941-833-5422  
E-mail: soe@charlottevotes.com  
charlottevotes.com

### **Citrus**

Susan Gill  
120 North Apopka Avenue  
Inverness, FL 34450-4238  
Phone: 352-341-6740  
Fax: 352-341-6749  
E-mail: vote@votecitrus.com  
votecitrus.com

### **Clay**

Chris H. Chambless  
PO Box 337  
Green Cove Springs, FL 32043-0337  
Phone: 904-269-6350  
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### **Collier**

Jennifer J. Edwards  
3295 Tamiami Trail E., MLK Jr. Bldg.  
Naples, FL 34112-5758  
Phone: 239-252-8683  
Fax: 239-774-9468  
E-mail: supervisorofelections@Colliergov.net  
colliervotes.com

### **Columbia**

Elizabeth "Liz" P. Horne  
971 W. Duval Street, Suite 102  
Lake City, FL 32055-3734  
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Fax: 386-755-7233  
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**DeSoto**

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PO Box 89  
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votedesoto.com

**Dixie**

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Cross City, FL 32628-2057  
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Fax: 352-498-1218  
E-mail: dixiecountysoe@bellsouth.net  
dixievotes.com

**Duval**

Mike Hogan  
105 East Monroe Street  
Jacksonville, FL 32202-3215  
Phone: 904-630-1414  
Fax: 904-630-2920  
E-mail: mhogan@coj.net  
duvalelections.com

**Escambia**

David H. Stafford  
PO Box 12601  
Pensacola, FL 32591-2601  
Phone: 850-595-3900  
Fax: 850-595-3914  
E-mail: soe@escambivotes.com  
escambivotes.com

**Flagler**

Kaiti Lenhart  
PO Box 901  
Bunnell, FL 32110-0901  
Phone: 386-313-4170  
Fax: 386-313-4171  
E-mail: info@flaglerelections.com  
flaglerelections.com

**Franklin**

Pinki Jackel  
47 Avenue F  
Apalachicola, FL 32320-2311  
Phone: 850-653-9520  
Fax: 850-653-9092  
E-mail: pinki@votefranklin.com  
votefranklin.com

**Gadsden**

Shirley G. Knight  
PO Box 186  
Quincy, FL 32353-0186  
Phone: 850-627-9910  
Fax: 850-627-6144  
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gadsdensoe.com

**Gilchrist**

Connie D. Sanchez  
112 South Main Street, Room 128  
Trenton, FL 32693-3249  
Phone: 352-463-3194  
Fax: 352-463-3196  
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votegilchrist.com

**Glades**

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**Gulf**

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**Hamilton**

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**Hardee**

Chet Huddleston  
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Wauchula, FL 33873-2361  
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**Hendry**

Brenda Hoots  
PO Box 174  
LaBelle, FL 33975-0174  
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**Highlands**

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**Hillsborough**

Craig Latimer  
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**Holmes**

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