



Absentee Voting Instructions (If you lose or damage your ballot, contact us immediately at the number or email listed above.)

Visit our website at: <https://www.chesterfield.gov/689/registrar>

Vote your ballot: Complete these steps in the presence of a witness.

1. **Open** Envelope A and remove your ballot.
2. **Mark** your ballot using a black or blue pen.
3. **Seal** your voted ballot inside Envelope B.
4. **Fill in** all spaces on the Statement of Absentee Voter on Envelope B. You and your witness must both sign.
5. **Seal** Envelope B inside the return envelope, i.e., with the purple corner. No postage is required.
 - Insert any additional documents required into the return envelope, along with Envelope B.

!!! Important! Fully complete Steps 1-5 above. Failure to do so may result in your ballot not being counted.

Return your ballot

There are three options for returning your voted ballot:

1. Return your ballot by mail or commercial delivery service such as FedEx or UPS. Envelopes must be **postmarked no later than Election Day and received before 12:00 noon Virginia time on Friday following the election.**
2. Place your ballot in a drop box. To see a complete list of drop box locations, dates the location is available to drop, and hours of operation, visit <https://www.chesterfield.gov/699/Absentee-Voting>.
3. Place your ballot in the drop box at a polling place on Election Day before 7 pm Virginia time.

Need More Help?

- If you make a mistake marking your ballot, please contact us at the number or email address above.
- If you lose or damage your ballot, please contact us at the number or email address above.
- If you are print disabled (blind, have low vision or impaired manual dexterity) and you would like to vote using an electronic ballot marking tool, please contact us. **NOTE:** To use the electronic marking option, you must have access to a computer, print your ballot, and return it by one of the methods listed above. Our office will send you the envelopes necessary to return your ballot.

Where is my ballot?

- Check the status of your ballot online: www.elections.virginia.gov/casting-a-ballot/absentee-voting/

What if I want to vote in person? Do one of the following:

1. Return your unvoted ballot by mail.
 - Leave or reseal your unvoted ballot in Envelope A and mail using the pre-addressed return envelope.
 - You will receive a new ballot when you go to vote in person.
2. Take your by-mail ballot with you when you go to vote early in person or on Election Day.

!!! Important! If you lost your absentee ballot, you can still vote in person. Notify the election official when you come in person to vote. If you choose to vote in person and do not return your unvoted ballot, you will be offered a provisional ballot which will be reviewed for counting after Election Day.