

## 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.)

**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  
Accomac, 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

**Allegheny 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 22572-1000  
(804) 333 -

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  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 \_\_\_\_\_

\_\_\_\_\_  
 Signature (required)  -  -        
 Social Security Number (optional)