

Tammy Jones – Vote by Mail script

SLIDE 1

Voters of Levy County, this video presentation examining your voting options, is brought to you by Ms. Tammy Jones, your Levy County Supervisor of Elections.

Photograph of Supervisor of Elections Tammy Jones with the seal of Levy County.

SLIDE 2

The Elections Office would like to take this opportunity to remind you to Exercise your right to vote! Familiarize yourselves with the candidates and issues, ask questions, and make sure your ballot is complete and correct before submitting your ballot.

Voting is your right use it. Young voter holding an “I Voted” sticker.

SLIDE 3

It is extremely important for you as the voter to keep in touch with the election’s office. Make sure your personal information and signature on file are up to date, familiarize yourself with polling procedures and equipment and most importantly, cast your vote!

Smart phone displaying the homepage www.votelevy.gov.

SLIDE 4

In Levy County, you have choices.....three ways to vote.

- 1) Vote by Mail
- 2) Vote Early at the Supervisor of Elections office from October 19th through November 1st from 8am to 6pm daily.....including weekends.
- 3) OR Vote Election Day at your assigned polling location.

Three ways to vote displayed: Vote by Mail, Vote Early, Election Day.

SLIDE 5

During this video, we would like to focus our attention on educating our voters about the Vote by Mail option so you can make an informed choice and trust that your vote will be counted on election day.

Any registered voter in Levy County eligible to vote in an election may choose the option to vote by mail.

Vote by Mail logo displayed.

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We also want all college students that have moved away from home to know that you can still be registered to vote in your home county as long as you are not registered elsewhere. You have the option to request a vote by mail ballot for each election.

College students can request a Vote by Mail ballot as long as they’re not registered elsewhere.

SLIDE 7

In addition, military service members, dependents of those service members and overseas voters that have resided in Levy County and now live stateside or abroad and consider Levy County as their residence are eligible to vote too by requesting a vote by mail ballot.

Military and overseas citizens are eligible to Vote by Mail.

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There are several convenient ways to request a vote by mail ballot.

You can request a mail in ballot online at www.votelevy.gov/Vote-By-Mail-Request-Form, by phone, by fax and in person at the elections office or via an authorized designee. An authorized designee is defined as an immediate family member or legal guardian.

Convenient ways to request a ballot displayed: Online, Phone, Fax, or In-Person/Authorized Designee.

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A request for a vote by mail ballot to be mailed to an address other than the one on file in the Florida Voter Registration System must be in writing by the voter. Your request should include, name of the voter for whom the ballot is requested, Voter's address, Voter's date of birth, the voter's driver's license number (if available), and finally the voter's signature.

That request can be emailed, faxed or presented in person. An example of when this might be necessary, would be if you were working out of town or visiting family during the election timeframe.

The above information is displayed on the screen.

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Requests will be accepted no later than 5pm on the tenth calendar day prior to an election.

The above information is displayed on the screen.

SLIDE 11

For example, if you would like to vote in an election on November 3rd, your request will need to be received no later than 5 pm on October 24th.

A November calendar is displayed. The third is circled. An October calendar follows. The twenty-fourth is circled.

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Once received, the Levy County Elections office will process your request within 2 business days of receipt of your request and your vote by mail ballot will be sent to you via US mail to the address on file.

The contents of a Vote by Mail ballot are displayed.

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When you receive your Vote by Mail ballot, it is important that you review the instructions carefully.

A copy of the Vote by Mail instructions is displayed.

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Complete your ballot, making sure to bubble in your selection completely. Be careful to only make one selection per category to avoid your ballot being rejected.

A voter is showed marking their official Vote by Mail ballot.

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Place it in the secrecy sleeve

A voter places their ballot in the green secrecy sleeve.

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and then place both in the postage paid, self-addressed return envelope provided. Finally, seal the return envelope.

A voter places their ballot in the postage paid envelope.

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Please read over the information on the back of the envelope. It is very important that you sign and date the envelope inside the red boxes. We encourage all voters to provide the additional information listed in black below the signature box, to assist the elections office in reconciling your ballot if any signature issues arise. The signature on this envelope will be compared with your signature on file at the Elections office. If your signature has changed at all, make sure to notify the Elections Office immediately.

A signature is displayed on the Voter's Certificate.

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Now you are ready to return your ballot and again, you have options.

The text above is displayed.

SLIDE 19

You may return your vote by mail ballot using the postage paid, self-addressed envelope. Don't Forget to allow at least 7 to 10 days for your ballot to be returned by mail.

A postage paid envelope is displayed.

SLIDE 20

Now for your Options

Option 1 is to mail your ballot by visiting your local post office or simply dropping it in your home mail receptacle for courier pickup. **A mail box is displayed.**

If you do not wish to mail your ballot, Option 2 is to utilize the drop box at the Levy County Election's Office, at 421 South Court Street, Bronson FL. This option is available 24 hours a day, 7 days a week up until 7 pm on election day. **A drop box at the Levy County Supervisor of Elections Office is displayed.**

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This Election there are 2 additional drop box locations for your convenience.

Option 3, is to utilize the drop box location at the Williston Public Library located at 10 Southeast 1st Street in Williston Florida.

Photograph of the Williston Public Library.

Option 4, is to utilize the drop box location at the Luther Callaway Public Library located at 104 NE 3rd St in Chiefland, Florida.

Photograph of the Chiefland Library.

These satellite boxes will be manned by employees of the Supervisor of Elections team. Rest assured that security procedures will be in place to ensure safe delivery of all Vote-By-Mail ballots.

These drop box locations will be available from October 19 through November 1st from 8 am to 6 pm daily, including weekends.

The Elections Office would like to remind you...DO NOT give your ballot to a stranger or any group collecting ballots. We encourage a trusted friend or family member if you yourself are unable to drop off your ballot.

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All ballots need to be received by the Elections office by 7 pm on election day in order to be counted.

The above text is displayed.

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REMEMBER...You MAY NOT drop off your Vote by Mail ballot at your polling location. However, if you did not get your Vote by mail ballot sent off in time, or you choose not to Vote by Mail, you are still eligible to vote by visiting your designated polling location on election day. Bring your mail-in ballot to be cancelled and then vote a regular precinct ballot.

Again, It **IS** permissible to drop off your vote-by-mail ballot during early voting from 8am to 6pm at the Supervisor of Elections office or have your ballot cancelled and vote a regular ballot.

A photograph of a Vote by Mail ballot is displayed with an "X" through it.

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The Levy County Election's office wants to reassure our voters that once received, all Vote by Mail ballots are locked in a secure vault with limited access to authorized personnel ONLY. Elections staff will scan each ballot and verify the signature on the Vote by Mail ballot with the signature on file and determine whether to accept the ballot or refer it for canvassing.

Secured cart is displayed. A Supervisor of Elections employee verifies the signature on the Voter's Certificate.

This is why it is so very important to have your current signature on record with the Levy County Elections office.

The Elections office wants to reassure our voters that all signature reviewers have attended a signature verification course.

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After the signature verification process has been completed, all accepted vote by mail ballots are again placed in a secure room in a locked cage. Your ballot is opened and tabulated in a public canvassing board meeting. Anyone from the public is welcome to attend.

Secured room displayed.

A photograph of the Levy County Canvassing Board during a canvassing board meeting.

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What happens if there is an issue?

If it is determined that your signature is missing or the signature on your envelope does not match what is on your voter record our office WILL notify you that there is an issue.

As mentioned previously, your email, mobile and home phone numbers listed in black at the bottom of your return envelope are optional. However, we HIGHLY encourage filling this information in as this will expedite the Election Office's ability to contact you to notify you of a discrepancy and direct you how to reconcile your ballot.

A blank Voter's Certificate envelope is displayed.

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The Good news is you still have time to correct the issue before it goes to the canvassing board for final determination.

A post it note displays the words "good news."

If you forget to sign your ballot or if your signature on the voter certificate and registration does not match, Florida Law allows you to submit an affidavit to cure your vote-by-mail ballot. Again, the Elections Office will notify you of a discrepancy utilizing the information you provide on your return envelope and what information is on your voter record.

This affidavit must be returned to the Supervisor of Elections office no later than 5 pm on the second day after the election. (Thursday, November 5th)

A photograph of the Vote by Mail Cure Affidavit is displayed.

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Any vote by mail ballot that is referred for review by the Canvassing Board is held in a secure location until such time as the Canvassing Board convenes.

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The Canvassing Board is comprised of three members typically including your Supervisor of Elections, County Judge and Chair of the Board of County Commissioners. These members will have the final determination as to whether a ballot is accepted or rejected.

Since you have until 2 days after the election by 5pm to cure your ballot, the signature issues will be presented at the Thursday, November 5th canvassing board meeting.

A photograph of the following Canvassing Board members: Supervisor of Elections Tammy Jones, County Judge Tim Browning, and County Commissioner Matt Brooks.

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Any rejected ballots will be notified by US Mail following the final Canvassing Board Decision.

Above text displayed.

SLIDE 31

The Elections Office is very aware that there may be some common misconceptions among voters. Here are a few myths vs. facts that the Elections Office would like to clarify.

Myth vs. Fact image displayed.

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Myth - The post office can see my party affiliation.

Fact - In a General Election every voter receives the same ballot type and the outside of your return ballot envelope will not show what party you are affiliated with.

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MYTH- My vote-by-mail ballot will only be counted if there is a close race.

Fact - All accepted and valid vote-by-mail ballots are counted and results are released by 7:30pm election night to the Division of Elections and our website. Vote-by-mail and early voted ballots are the first ballots that are released.

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Myth - I must vote for all contests on my ballot or my entire ballot will not count.

Fact - You can vote for one, two, three or as many contests as you want. Only the races left blank will be tallied as undervotes but the contests you voted for will be tabulated in that contest total vote count

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Myth - As long as my ballot is post marked by election day my ballot will be counted.

Fact - Your ballot must be received by election day, November 3rd by 7pm or your ballot will not be counted.

We suggest either mailing your ballot back allowing at least 7 days for mailing time or utilizing the drop box at the Supervisor of Elections office.

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Myth - Someone can vote twice by utilizing the Vote-By-Mail Option

Fact - The Elections Office voter check-in system is updated live and will alert staff if anyone attempts to vote at a local polling station, after submitting a Vote-By-Mail ballot

If you however opted to Vote-By-Mail, but did not get your ballot in on time, you can still vote at your local polling station

Bring your Vote-By-Mail ballot with you to be canceled and then vote a regular precinct ballot

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Myth - I can drop off my ballot at a polling location on election day

Fact -You can drop off your vote-by-mail ballot at the Supervisor of Elections office during early voting, October 9 through November 1st

If you choose not to Vote-By-Mail, you CAN bring your Vote-By-Mail ballot to your polling location on election day to have it canceled and vote a regular ballot

Even if you do not have your Vote-By-Mail ballot because you lost or misplaced it, or maybe you never received it, we will still allow you to vote after verifying that no ballot has been previously submitted in the check-in system.

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On behalf of your Supervisor of Elections, Ms. Tammy Jones and her staff at the Elections Office, we hope that you have found this information helpful to assist you with your voting option preference. As always, the Supervisor of Elections office stands ready to assist the Citizens of Levy County, so please reach out to the Elections office with any questions or concerns you may have. You may also visit their website at www.VoteLevy.gov for more information. Remember no matter the voting option you choose, make sure to honor your responsibility to vote and let your voice be heard!