







Directive 6 of 2023

The following Directive is issued December 12, 2023, by the Secretary of the Commonwealth ("Secretary") pursuant to authority contained at Sections 201, 1304, and 1304-D of the Pennsylvania Election Code, 25 P.S. §§ 2621, 3146.4, 3150.14.

Background

Pennsylvania law requires county officials to provide qualified electors voting by absentee or mail- in ballot with "two envelopes, the official [] ballot, lists of candidates, when authorized by [law], the uniform instructions in form and substance as prescribed by the Secretary of the Commonwealth and nothing else." Moreover, certain counties are subject to Section 203 of the federal Voting Rights Act ("Section 203"), 2 requiring them to provide voting materials in non-English languages.

This Directive prescribes these forms and provides English, bilingual, and in some instances, trilingual versions. This Directive also prescribes a process for counties to seek a variance where necessary to accommodate equipment limitations or specifications. The highlighted portions of each form in **Appendix A** are those whose contents may be altered to provide information unique to the county, voter, or election, without requesting permission for a variance as provided in Section 6. These alterations may be made to the content of the text. As discussed further in Sections 2 and 5, Counties are left with discretion to arrange text orientation, and to enlarge text font sizes, in order to best serve their voters and accommodate different equipment specifications. Likewise, counties may adjust the orientation in order to accommodate envelopes with dimensions different from those presented in the samples.

The forms prescribed under this Directive will also be provided to counties under separate, secure, cover, in a digital format that can be directly used for printing and formatting. This Directive provides only minimum requirements for compliance with Pennsylvania law and the Secretary's prescriptions. Although nothing in this Directive is intended to be incompatible with known county equipment requirements, each county is responsible for ensuring that their iterations of the forms are compliant with their existing equipment and postal selections. Likewise, each county should verify with the United States Postal Service (USPS) that their materials comport with the election mail specifications set by USPS.

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¹ 25 P.S. §§ 3146.4, 3150.14.

² 52 USC § 10503.



Directive Concerning the Form of Absentee and Mail-in Ballot Materials



Mailing Envelopes³

Mailing envelopes are used to send outgoing mail-in and absentee balloting materials to qualified electors. The Department has provided samples in two sizes, attached as **Appendix B.** These samples include different language configurations, which can be adopted by any county, provided that all counties subject to Section 203 use a form including all required languages.

Counties should use the font sizes, logos, and colors, 4 as provided. Counties may use envelopes of a size different than presented, provided that the size of the envelope is large enough to include all other materials described herein. So long as the content, font type, font size, logos, logo sizes, and coloration are maintained, the arrangement of the materials on these forms are at discretion of the counties to orient. Counties may adjust as necessary to accommodate, among other things, additional bar code tracking materials.

Secrecy Envelopes/Inner Envelopes

Pennsylvania law provides that two envelopes shall be mailed to each absentee or mailin elector; the smaller of these envelopes is sometimes referred to alternatively as the "secrecy envelope," or "inner envelope."

The secrecy envelope shall be rectangular and of a size large enough to contain all content included on the prescribed forms. For example, a standard size nine envelope (3.875" by 8.875") would comply.

The secrecy envelope should be in a yellow color such as the samples shown in Appendix C. These samples include different language configurations, which can be adopted by any county, provided that all counties subject to Section 203 use a form including all required languages.

Pennsylvania law requires the inner envelope to bear the text official election ballot."5 The samples in Appendix B contain watermarking with the statutorily-required language.

Uniform Instructions
The uniform instructions shall be printed on paper no smaller than a standard paper size of 8.5" by 11". The paper must be of a non-white color.



³ The Department of State will continue to provide directly to counties those mail ballot envelopes which can be adjusted to accommodate voters who have a qualifying visual impairment.

⁴ The blue color is used to ensure it is a familiarized color recognized by the USPS as outgoing election mail.

⁵ 25 P.S. §§ 3146.4, 3150.14(a).



Directive Concerning the Form of Absentee and Mail-in Ballot Materials



The text font, text size, logos, and language, must be in conformance with the samples prescribed in **Appendix D**. Each sample includes a different language configuration,

which can be adopted by any county, provided that all counties subject to Section 203 use a form including all required languages.

Quter Envelopes/Declaration Envelopes

Pennsylvania law provides that two envelopes shall be mailed to each absentee or mailin elector; the larger of these envelopes is sometimes referred to alternatively as the "outer envelope" or "declaration envelope." Samples of the prescribed forms are shown in Appendix B. These samples include different language configurations, which can be adopted by any county, provided that all counties subject to Section 203 use a form including all required languages.

The outer envelope shall be rectangular and of a size large enough to contain all prescribed content. For example, a standard size ten envelope (4.125" by 9.5") would comply.

The flap of any such envelope must leave proper space to include the designs prescribed in **Appendix E**.

Counties that use mail envelopes with "windows" may make alterations to the arrangements of the contents to accommodate the placement of barcodes and unique identifiers in places that will be visible through the window. Such minor alterations, so long as they do not alter the font size or content, may be implemented without seeking a variance. Likewise, so long as the content, font type, minimum font size, logos, logo sizes, and coloration are maintained, the arrangement of the materials on these forms are at discretion of the counties to orient or enlarge.

Counties may replace the portions of the samples in **Appendix E** which are in purple color, with any other non-white and non-black color ink. Such counties should coordinate with all bordering counties to minimize the possibility that neighboring counties will use the same non-purple color. This replacement does not require the seeking of a variance, but counties must update the graphics and text in the uniform instructions to reflect the colors of their declaration envelopes.

The Department further notes that any county opting to use green colored in a permitted to allow the green coloring to wrap over the top of the envelope, in order to avoid interference with USPS sorting equipment. The Department again advises that counties vet all mail ballot materials through the USPS procedures.

Lastly, counties may apply a hole punch in the outer envelope without seeking a variance.

Directive Concerning the Form of Absentee and Mail-in Ballot Materials



Variance Procedures

Any county that believes they are unable to comply with the prescriptions of this Directive may seek permission from the Department for a prescribed variance. A variance will only be granted where the county demonstrates that compliance with this Directive will prove a substantial hardship, and that a variance will allow the county to avoid this hardship while continuing to provide mail ballot materials that are clear and convenient for voters, and that are as close as possible to the uniform materials prescribed herein.

A county seeking a variance must provide the Bureau of Elections with a proposed alternative to the prescribed forms, as well as the additional information described in this section, at least 60 days before the election for which the materials will be used.

| this section, at least 60 days | before the election for which | n the materials will be used. |
|--------------------------------|-------------------------------|---------------------------------------------------------|
| this section, at least 60 days | ### | |
| Version | Date | Description |
| 1.1 | 12/14/2023 | Appendices Revised |
| 1.0 | 11/28/2023 | Initial document release |
| | or State Meb | Description Appendices Revised Initial document release |

ARCHINED Refer to Department of State website for current information

Official Ballot

Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 uthorized by the U.S. Postal Service Vivian Voter 1234 Crest Blvd. Sample, PA 99999-4321 - Որգիսուսություն գերի իրերի ինթայի վիկի իրա ո

Your ballot must be received by 8 p.m. on election day at your county election board



See instructions inside

Ways to return your ballot



p.m. on election day by your county election office by 8 Mail your ballot so it is received



In person

election Return your ballot to your county drop-off site by 8 p.m. on election office or an official county

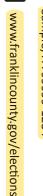


Jur ballot right away

Jur ballot must bedecived by 8 p.m. on election day at your county election board.

Contact information

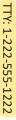








Fax: 111-222-6666









Instructions – How to Pack Your Ballot

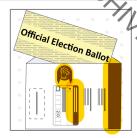
For your ballot to count, you must follow all of these steps.



1. Mark your ballot in pencil, or black or blue ink, and put it in the the envelope that says "Official Election Ballot."

Put your ballot in the yellow envelope that says "Official Election Ballot" and seal it. This keeps your ballot secret.

Do not write your name, sign, or put any other type of mark on this envelope.



2. Put the yellow envelope that says "Official Election Ballot" in the return envelope with purple coloring.

Put the envelope that says "Official Election Ballot" (with your ballot in it) in the return envelope with the purple coloring.



- 3. Sign inside the box and put today's date on the return envelope.
 - Sign your name inside the box.
 - Put today's date—not your birthdate.

If you have an illness or disability that prevents you from signing, make a mark inside the box and have your witness complete the witness section.



4. Return your ballot right away.

- By mail Put a stamp on it. / No postage necessary.
- In person Bring your ballot to your county board of elections, or another official dropoff location. Check the county website for times and locations.

Deadline – Your ballot must be received by your county board of elections by 8 p.m. on [INSERT ELECTION DATE].

Track your ballot at Vote.pa.gov/MailBallotStatus

- ✓ **If you deliver your ballot in person**, you must deliver it yourself. If you have a disability that prevents you from delivering your ballot yourself, contact us at the phone number below.
- ✓ If you lose your ballot or make a mistake, contact us at the phone number below.
- ✓ If you receive an absentee or mail-in ballot and return your voted ballot by the deadline, you cannot vote at your polling place on election day. If you are unable to return your voted absentee or mail-in ballot by the deadline, you can only vote a provisional ballot at your polling place on election day. But if you bring your absentee or mail-in ballot and the return envelope with you to your polling place, you can give up your mail ballot and vote in-person.

Contact

Franklin County
Franklincountyelections.gov
1-222-555-1222
4321 Sample Avenue, Sample, PA 99999
7 a.m. – 7 p.m.

Official Ballot

Return Envelope

Sample, PA 99999-1234

Franklin County Elections Department

4321 Sample Avenue

POSTAGE REQUIRED **FIRST CLASS**

> Authorized by the U.S. Postal Service * OFFICIANO ELECTION

Franklin County Elections Department 1994321 Sample Avenue

Sample, PA 99999-1234

> Your ballot must be received by 8 p.m. on election day at your county election board

Before you complete this side!

- 1. Seal your ballot in the yellow envelope that says "Official Election Ballot."
- 2. Then seal that envelope inside this envelope.

Voter's declaration

I am qualified to vote the enclosed ballot and I have not already voted in this election.

If I am unable to sign without help because I have an illness or physical disability, I have made my mark or somebody has helped me make my mark.



| Sign or mark here (REQUIRED) | | | | | | | |
|------------------------------|----|-----|---|------|--|--|--|
| X | | | | | | | |
| Today's date here (REQUIRED) | | | | | | | |
| | | | 2 | 0 | | | |
| Mon | th | Day | | Year | | | |
| | 7/ | | | | | | |

For your witness only

If you have an incepthat prevents you from signing, witness complete this section. The hard to have an incepthat the section. The hard to have an incepthat the section.

Witness address

| Street | | | |
|--------|--|--|--|
| | | | |

Citv Zip

For county election use only

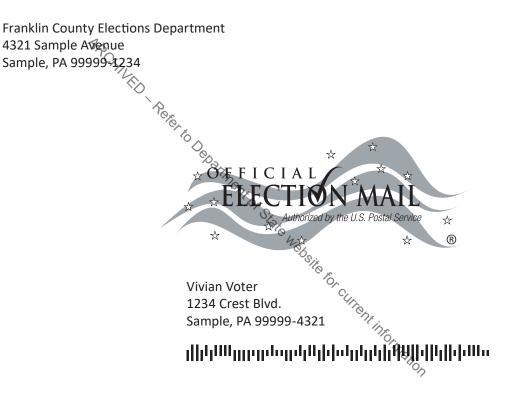
ARCHINED Refer to Department of State website for current information

Official Ballot Papeleta oficial 官方選票

Your ballot must be received by 8 p.m. on election day at your county election board

Su papeleta debe recibirse antes de las 8 p.m. el día de las elecciones en la junta electoral de su condado

您所在縣的選舉委員會必 須在選舉日晚上8點前收 到您的選票



Official Ballot Papeleta oficial 官方選票

See instructions inside Ver instrucciones en el interior 請參閱裡面的說明

By Mail

交回選票的方

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return your

ballot

on election day. your county election office by 8 p.m. Mail your ballot so it

Por correo

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典學

您的選票。 舉委員會在選舉日晚上8點前收到 郵寄您的選票,以便您所在縣的選

in person

drop-off site by 8 p.m. on election day. နုပ် election office or an official county Return your ballot to

En persona

ို့de las 8 p.m. el día de electoral de su condado o a un sitio Oficial de entrega del condado antes Devuelva su papeleta a la oficina las elecciones

親自遞交

所在縣的選舉辦事處或官方縣投

Contact information 在選舉日晚

聯絡資訊 Información de contacto

Sample, PA 99999-1234 4321 Sample Avenue

Franklin County Elections

Department



www.franklincounty.gov/elections



Fax/ 傳真: 111-222-6666

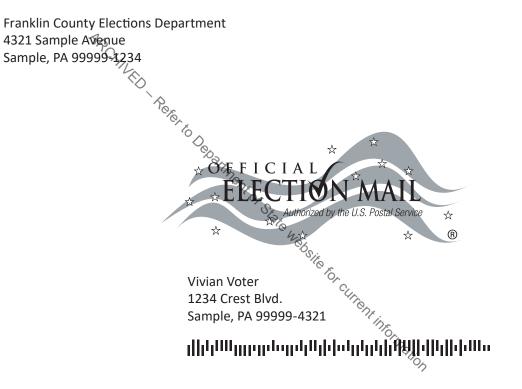


TY: 1-222-555-1222

Official Ballot Papeleta oficial

Your ballot must be received by 8 p.m. on election day at your county election board

Su papeleta debe recibirse antes de las 8 p.m. el día de las elecciones en la junta electoral de su condado



Official Ballot Papeleta oficial

See instructions inside Ver instrucciones en el interior



By mai

Ways

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return

your

ballot

Formas

de

devolver

su papeleta

Mail your ballot so it is received by your county election office by 8 p.m. or election day.

Por corre

Envíe su papeleta por correo para que la oficina electoral de su condado la reciba antes de las 8 p.m. el día de las elecciones.



n person

Return your ballot to your county election office or an official county drop-off site by 8 p.m. on election da En persona

Devuelva su papeleta a la oficina electoral de su condado on un sitio oficial de entrega del condado antes

electoral de su condado o a un sitio oficial de entrega del condado antes de las 8 p.m. el día de las elecciones..

de inmediato! ¡Devuelvasu Your ballot must be received by 8 p.m. your papeleta right on election

day at your county election board.

día de las elecciones en la junta electoral de su Su papeleta condado. debe recibirse antes de las 8

Contact information Información de contacto Franklin County Elections Depart



www.franklincounty.gov/elections

Sample, PA 99999-1234



elections@franklincounty.gov

English: 111-

Español:

111

.-222-3333



Fax: 111-222-6666

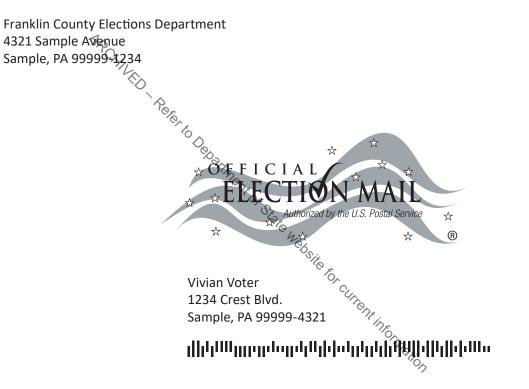


TTY: 1-222-555-1222

Official Ballot 官方選票

Your ballot must be received by 8 p.m. on election day at your county election board

您所在縣的選舉委員會必 須在選舉日晚上8點前收 到您的選票



Official Ballot 官方選票

回選 ð 脈 return 四万 your ballot



By Mail

election day. your county election office by 8 p.m. Mail your ballot so it is received by

舞略

選票 委員會在選舉日晚上8點前收到您的 郵寄您的選票,以便您所在縣的選舉



See instructions inside

請參閱裡面的說明

In person

drop-off site election office or Return your ballot to your county p.m. an official county on election

在縣的選舉辦事處或實方縣投遞點。 親自遞交 在選舉日晚上8點前將選票交回您所

儘快回郵您的選票 Return Your ballot right

Your ballot must be received by 8 p.m. on election

您所在縣的選舉委員會必須在選舉日晚上8點前 收到您的選票。

聯絡資訊 Contact information

勖

Sample, PA 99999-1234 4321 Sample Franklin County Elections Department

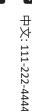


www.franklincounty.gov/elections



English: 111-222-3333

elections@franklincounty.gov



ax/ 傳真:

111-222-6666





Official Ballot

Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 Vivian Voter 1234 Crest Blvd. Sample, PA 99999-4321 - վիրկանության գրականի հանրերի միայի վիկի ինան

Your ballot must be received by 8 p.m. on election day at your county election board





Ways

to

return your ballot

p.m. on election day by your county election office by 8 Mail your ballot so it is received



In person

drop-off site by 8 election Return your ballot to office or an official county your county



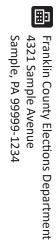
away!

Jour ballot right away

Jour ballot must becreeived by 8 p.m. on election day at your county election board.

Contact information

Official Ballot





elections@franklincounty.gov

www.franklincounty.gov/elections



Fax: 111-222-6666

English: 111-222-3333 111-222-4444



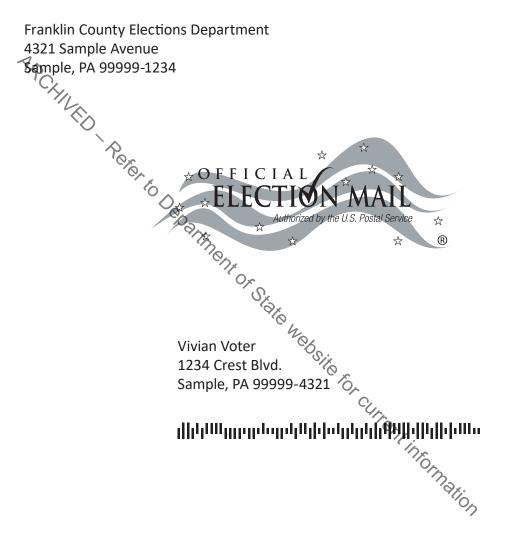
1-222-555-1222

Official Ballot Papeleta oficial 官方選票

Your ballot must be received by 8 p.m. on election day at your county election board

Su papeleta debe recibirse antes de las 8 p.m. el día de las elecciones en la junta electoral de su condado

您所在縣的選舉委員會必 須在選舉日晚上8點前收 到您的選票



Official Ballot Papeleta oficial 宣布選票

See instructions inside Ver instrucciones en el interior 請參閱裡面的說明

Ways to return your ballot Formas de devolver su papeleta 交回選票的方法



By Mail

Mail your ballot so it is received by your county election office by 8 p.m. on election day.

Por correo

Envíe su papeleta por correo para que la oficina electoral de su condado la reciba antes de las 8 p.m. el día de las elecciones.

郵寄

郵寄您的選票,以便您所在縣的選舉 委員會在選舉日晚上8點前收到您的 選票。



In person

Return your ballot to your county election office or an official county dropoff site by 8 p.m. on election day.

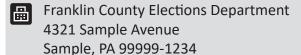
En persona

Devuelva su papeleta a la oficina electoral de su condado o a un sitio oficial de entrega del condado antes de las 8 p.m. el día de las elecciones.

親自遞交

在選舉日晚上8點前將選票交回您所在縣的選舉辦事處或官方縣投遞點。

Contact information Información de contacto 聯繫信息



www.franklincounty.gov/elections

elections@franklincounty.gov

English: 111-222-3333 Español: 111-222-4444 中文: 111-222-4444

Pax/ 傳真: 111-222-6666

TTY: 1/222-555-1222

Official Ballot Papeleta oficial

Your ballot must be received by 8 p.m. on election day at your county election board

Su papeleta debe recibirse antes de las 8 p.m. el día de las elecciones en la junta electoral de su condado

Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 **EFICIAL** Authorized by the U.S. Postal Service Vivian Voter 1234 Crest Blvd. Sample, PA 99999-4321 - Ոիկիայուրդուրդակարիությունի**կ** թյիլիկիիան

Official Ballot Papeleta Oficial

See instructions inside Ver instrucciones en el interior

Ways to return your ballot Formas de devolver su papeleta



By mail

Mail your ballot so it is received by your county election office by 8 p.m. on election day.

Por correo

Envíe su papeleta por correo para que la oficina electoral de su condado la reciba antes de las 8 p.m. el día de las elecciones.



In person

Return your ballot to your county election office or an official county drop-off site by 8 p.m. on election day.

En persona

Devuelva su papeleta a la oficina electoral de su condado o a un sitio oficial de entrega del condado antes de las 8 p.m. el día de las elecciones.

Return your ballot right away! ¡Devuelva su papeleta de inmediato!

Your ballot must be received by 8 p.m. on election day at your county election board.

Su papeleta debe recibirse antes de las 8 p.m. el día de las elecciones en la junta electoral de su condado.

Contact information Información de contacto



Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234



www.franklincounty.gov/elections



elections@franklincounty.gov



English: 111-222-3333 Español: 111-222-4444



Fax: 111-222-6666



TTY: 1-222-555-1222

Official Ballot

Your ballot must be received by 8 p.m. on election day at your county election board

Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 Polo Doparto FICIAL Authorized by the U.S. Postal Service Vivian Voter 1234 Crest Blvd. Sample, PA 99999-4321

Official Ballot

See instructions inside

Return your ballot right away!

Your ballot must be received by 8 6 p.m. on election day at your county election board.

Ways to return your ballot



By mail

Mail your ballot so it is received by your county election office by 8 p.m. on election day.



In person

Return your ballot to your county election office or an official county drop-off site by 8 p.m. on election day.

Contact information

Franklin County Elections
Department
4321 Sample Avenue
Sample, PA 99999-1234



@ elections@franklincounty.gov

English: 111-222-3333 Español: 111-222-4444

Fax: 111-222-6666

TŤŶ;:1-222-555-1222

ARCHINED Refer to Department of State website for current information

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ARCHINED Refer to Department of State website for current information



Instructions – How to Pack Your Ballot

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Put your ballot in the yellow envelope that says "Official Election Ballot" and seal it. This keeps your ballot secret.

Do not write your name, sign, or put any other type of mark on this envelope.



2. Put the yellow envelope that says "Official Election Ballot" in the return envelope with purple coloring.

Put the envelope that says "Official Election Ballot" (with your ballot in it) in the return envelope with the purple coloring.



- 3. Sign inside the box and put today's date on the return envelope.
 - Sign your name inside the box.
 - Put today's date—not your birthdate.

If you have an illness or disability that prevents you from signing, make a mark inside the box and have your witness complete the witness section.



4. Return your ballot right away.

- By mail Put a stamp on it. / No postage necessary.
- In person Bring your ballot to your county board of elections, or another official dropoff location. Check the county website for times and locations.

Deadline – Your ballot must be received by your county board of elections by 8 p.m. on [INSERT ELECTION DATE].

Track your ballot at Vote.pa.gov/MailBallotStatus

- ✓ **If you deliver your ballot in person**, you must deliver it yourself. If you have a disability that prevents you from delivering your ballot yourself, contact us at the phone number below.
- ✓ If you lose your ballot or make a mistake, contact us at the phone number below.
- ✓ If you receive an absentee or mail-in ballot and return your voted ballot by the deadline, you cannot vote at your polling place on election day. If you are unable to return your voted absentee or mail-in ballot by the deadline, you can only vote a provisional ballot at your polling place on election day. But if you bring your absentee or mail-in ballot and the return envelope with you to your polling place, you can give up your mail ballot and vote in-person.

Contact



Instrucciones: Cómo Empaquetar Su Papeleta

Para que su papeleta cuente, debe seguir todos estos pasos.



1. Marque su papeleta con lápiz o tinta negra o azul y colóquela en el sobre amarillo que indica "Papeleta electoral oficial."

Coloque su papeleta en el sobre amarillo que indica "Papeleta electoral oficial" y séllelo. Esto mantiene su papeleta confidencial.

No escriba su nombre, no firme ni ponga ningún otro tipo de marca en este sobre.



2. Coloque el sobre amarillo que dice "Papeleta electoral oficial" en el sobre de devolución de color púrpura.

Coloque el sobre que dice "Papeleta electoral oficial" (con su papeleta dentro) en el sobre de devolución de color púrpura.



- 3. Firme dentro de la caja y escriba la fecha de hoy en el sobre de devolución.
 - Firme su nombre dentro de la caja.
 - Escriba la fecha de hoy no escriba su fecha de nacimiento.

Si tiene una enfermedad o discapacidad que le impide firmar, marque dentro de la casilla y haga que su testigo complete la sección de testigos.



4. Devuelva su papeleta de impediato.

- Por correo: póngale un sello. / No es necesario realizar gastos postales.
- En persona: lleve su papeleta a la junta electoral de su condado o a otro lugar oficial de entrega. Consulte el sitio web del condado para conocer los horarios y las ubicaciones

Fecha límite: su papeleta debe ser recibida por la junta electoral de su condado. antes de las 8 p.m. el [ESCRIBIR FECHA DE ELECCIÓN].

Podrá rastrear su papeleta en vote.pa.gov/MailBallotStatus

- ✓ **Si entrega su papeleta en persona**, deberá entregarla usted mismo. Si tiene una discapacidad que le impide entregar su papeleta usted mismo, contáctenos al número de teléfono que aparece a continuación.
- ✓ Si pierde su papeleta o comete un error, contáctenos al número de teléfono que aparece a continuación.
- ✓ Si recibe una papeleta de voto en ausencia o por correo y devuelve su papeleta votada antes de la fecha límite, no podrá votar en su lugar de votación el día de las elecciones. Si no puede devolver su papeleta de voto en ausencia o por correo antes de la fecha límite, solo podrá votar con una papeleta provisional en su lugar de votación el día de las elecciones. Pero si trae su papeleta de voto en ausencia o por correo y el sobre de devolución a su lugar de votación, puede renunciar a su papeleta de voto por correo y votar en persona.

Contacto



Instructions – How to Pack Your Ballot

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Put the envelope that says "Official Election Ballot" (with your ballot in it) in the return envelope with the purple coloring.



3. Sign inside the box and put today's date on the return envelope.

- Sign your name inside the box.
- Put today's date—not your birthdate.

If you have an illness or disability that prevents you from signing, make a mark inside the box and have your witness complete the witness section.



4. Return your ballot right away.

- By mail Put a stamp on it. / No postage necessary.
- In person Bring your ballot to your county board of elections, or another official dropoff location. Check the county website for times and locations.

Deadline – Your ballot must be received by your courty board of elections by 8 p.m. on [INSERT ELECTION DATE].

Track your ballot at Vote.pa.gov/MailBallotStatus

- ✓ **If you deliver your ballot in person**, you must deliver it yourself. If you have a disability that prevents you from delivering your ballot yourself, contact us at the phone number below.
- ✓ If you lose your ballot or make a mistake, contact us at the phone number below.
- ✓ If you receive an absentee or mail-in ballot and return your voted ballot by the deadline, you cannot vote at your polling place on election day. If you are unable to return your voted absentee or mail-in ballot by the deadline, you can only vote a provisional ballot at your polling place on election day. But if you bring your absentee or mail-in ballot and the return envelope with you to your polling place, you can give up your mail ballot and vote in-person.

Contact



說明 - 如何裝寄選票

您必須遵循所有以下步驟方可使您的選票被計算在內。



1. 用鉛筆、黑或藍墨筆標記您的選票,然後將其放入記有「官方選舉選票」的黃色信封中。

將選票放入記有「官方選舉選票」的黃色信封並密封。這將保密您的選票。 請勿在此信封上寫您的姓名、簽名或任何其他標記。



2. 將記有「官方選舉選票」的黃色信封放入紫色的回郵信封。

將記有「官方選舉選票」的黃色信封(內含您的選票)放入紫色的回郵信封。



3. 在方格内簽名並將當天的日期寫在回郵信封上。

- 在方格內簽名。
- 寫當天的日期 而不是您的生日。

如果您因疾病或身心障礙而無法簽名,請在方格內做標記,並請您的證人填寫證人部分。



4. 立即交回您的選票。

- 郵寄 貼上郵票。/ 無需郵資。
- 親自遞交 帶您的選票到您所在縣的選舉委員會或其他官方投遞地點。請上政府縣網站了解時間和地點

截止日期 - 您所在縣的選舉委員會必須在以下時間前收到您的選票: [INSERT ELECTION DATE] 晚上8點

在此追蹤您的選票: vote.pa.gov/MailBallotStatus 🔾

- ✓ 若您選擇當面遞交選票,則必須親自遞交。如果您因身心障礙而無法自行遞交選票,請通過以下電話號碼聯絡我們。
- ✓ 若您遺失選票或犯了錯誤,請通過以下電話號碼聯絡我們。
- ✓ 如果您收到缺席或郵寄選票並在截止日期前交回完成的選票,您將無法在選舉日在投票站投票。如果您無法在截止日期前交回完成的缺席或郵寄選票,您只能在選舉日去投票站投臨時選票。但是,如果您將缺席或郵寄選票以及回郵信封帶到投票地點,您可放棄郵寄選票並親自投票。

聯絡資訊

Franklin County
Franklincountyelections.gov
1-222-555-1222
4321 Sample Avenue, Sample, PA 99999
7 a.m. – 7 p.m.

Turn over for English



Instructions – How to Pack Your Ballot

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Put your ballot in the yellow envelope that says "Official Election Ballot" and seal it. This keeps your ballot secret.

Do not write your name, sign, or put any other type of mark on this envelope.



2. Put the yellow envelope that says "Official Election Ballot" in the return envelope with purple coloring.

Put the envelope that says "Official Election Ballot" (with your ballot in it) in the return envelope with the purple coloring.



3. Sign inside the box and put today's date on the return envelope.

- Sign your name inside the box.
- Put today's date—not your birthdate.

If you have an illness or disability that prevents you from signing, make a mark inside the box and have your witness complete the witness section.



4. Return your ballot right away.

- By mail Put a stamp on it. / No postage necessary.
- In person Bring your ballot to your county board of elections, or another official dropoff location. Check the county website for times and locations.

Deadline – Your ballot must be received by your county board of elections by 8 p.m. on [INSERT ELECTION DATE].

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- ✓ If you lose your ballot or make a mistake, contact us at the phone number below.
- ✓ If you receive an absentee or mail-in ballot and return your voted ballot by the deadline, you cannot vote at your polling place on election day. If you are unable to return your voted absentee or mail-in ballot by the deadline, you can only vote a provisional ballot at your polling place on election day. But if you bring your absentee or mail-in ballot and the return envelope with you to your polling place, you can give up your mail ballot and vote in-person.

Contact

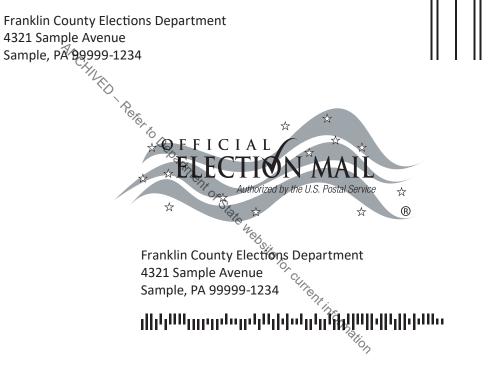
ARCHINED Refer to Department of State website for current information

Official Ballot Return Envelope

Papeleta oficial Sobre de devolución

Your ballot must be received by 8 p.m. on election day at your county election board

Su papeleta debe recibirse antes de las 8 p.m. el día de las elecciones en la junta electoral de su condado



FIRST CLASS
POSTAGE REQUIRED
SE REQUIERE ENVÍO DE
PRIMERA CLASE

- 2 H Then seal that envelope inside this envelope Seal your ballot in the yellow envelope that says "Official Flaction Rallot" Official Election Ballot.
- ¡Antes de completar este lado!

"Papeleta electoral oficial."
Luego Luego selle ese sobre dentro de este sobre. Selle su papeleta en el sobre amarillo que dice

Voter's declaration

I am qualified to vote the enclosed ballot and I have not already voted in this election.

somebody has helped me make my mark. illness or physical disability, I have made my mark or If I am unable to sign without help because I have an

Declaración del votante

Si no puedo firmar sin ayuda porque tengo una enfermedad o discarroción de enfermedad aún no he votado en esta elección. Estoy calificado para votar en la papeleta adjunta

enfermedad o discapacidad física, he dejado mi huella o alguien me ha ayudado a dejar mi huella. Sign or mark here (REQUIRED)

Month/Mes Firme o marque aquí (OBLIGATORIO) Escriba la fecha de hoy aquí (OBLIGATORIO) Today's date here (REQUIRED) Day/Día 26 hobsin 2 Year/Año

Sign and date

Firmar fechar Por

For your witness only

complete this section. prevents you from signing, have your witness If you have an illness or physical disability that

Soló para tu testigo

sección impide firmar, pídale a su testigo que complete esta Si tiene una enfermedad o discapacidad física que le

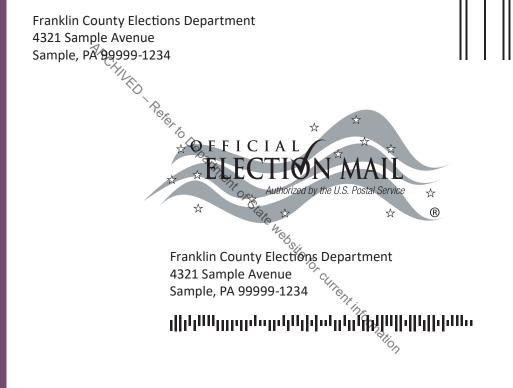
Witness, sign here | Testigo, firme aquí

| Witness address Dirección del testigo | n del testigo |
|-----------------------------------------|-------------------|
| Street Calle | |
| City Ciudad | Zip Código postal |

Para uso exclusivo en las For county election use only condado elecciones <u>de</u>

Official Ballot Return Envelope

Your ballot must be received by 8 p.m. on election day at your county election board



FIRST CLASS
POSTAGE REQUIRED

- Seal your ballot in the yellow envelope that says "Official Election Ballot."
- Then seal that envelope inside this envelope.

Voter's declaration

I have an illness or physical disability, I have If I am unable to sign without help because have not already voted in this election. I am qualified to vote the enclosed ballot and I

make my mark. made my mark or somebody has helped me Sign or mark here (REQUIRED) Today's date here (REQ × JEKED) N ent inform

Sign and date

For Your witness only Month Year

y vou have an illness or physical disability witness complete this section. that prevents you from signing, have your

Witness, sign here

| Street |
|-----------------|
| |
| Witness address |
| |

For county election use

Official Ballot Return Envelope

Papeleta oficial Sobre de devolución

Your ballot must be received by 8 p.m. on election day at your county election board

Su papeleta debe recibirse antes de las 8 p.m. el día de las elecciones en la junta electoral de su condado

Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 EFICIAL Authorized by the U.S. Postal Service ☆ Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 վիկանկության թերկիկությանի

FIRST CLASS
POSTAGE REQUIRED
SE REQUIERE ENVÍO DE
PRIMERA CLASE

- 1. Seal your ballot in the yellow envelope that says "Official Election Ballot."
- 2. Then seal that envelope inside this envelope.

¡Antes de completar este lado!

- 1. Selle su papeleta en el sobre amarillo que dice "Papeleta electoral oficial."
- 2. Luego selle ese sobre dentro de este sobre.

Voter's declaration

I am qualified to vote the enclosed ballot and I have not already voted in this election. If I am unable to sign without help because I have an illness or physical disability, I have made my mark or somebody has helped me make my mark.

Declaración del elector

Estoy calificado para votar en la papeleta adjunta y aún no he votado en esta elección. Si no puedo firmar sin ayuda porque tengo una enfermedad o discapacidad física, he dejado mi huella o alguien me ha ayudado a dejar mi huella.

Sign and date



Firmar v fechar



For your witness only

If you have an illness or physical disability that prevents you from signing, have your witness complete this section.

Sólo para su testigo

Si tiene una enfermedad o discapacidad física que le impide firmar, pídale a su testigo que complete esta sección.

Witness, sign here | Testigo, firme aquí

Witness address | Dirección del testigo

Street | Calle

Zip | Código postal

For county election use only
Para uso exclusivo en las elecciones del condado

Official Ballot Return Envelope

官方選票

回郵信封

Your ballot must be received by 8 p.m. on election day at your county election board

您所在縣的選舉委員會必須在選舉日晚上8點前收到您的選票

Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 OF FICIAL Authorized by the U.S. Postal Service ☆ Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234

FIRST CLASS POSTAGE REQUIRED 需要一級郵資

- 1. Seal your ballot in the yellow envelope that says "Official Election Ballot."
- 2. Then seal that envelope inside this envelope.

在完成此面之前!

- 1. 將選票封入記有「官方選舉選票」的黃色信封裡。
- 2. 然後將那個信封封入這個信封裡。

Voter's declaration

I am qualified to vote the enclosed ballot and I have not already voted in this election.

If I am unable to sign without help because I have an illness or physical disability, I have made my mark or somebody has helped me make my mark.

選民聲明

我有用所附選票進行投票的資格,而我尚未在本次選舉中投票。

如果我因疾病或身心障礙而無法在沒有幫助的情況下簽名,我會留下我的印記,或者有人會幫我留下我的印記。

Sign or mark here (REQUIRED)

Sign and date



| 在此僉 | 名或標記 | (((((((((((((((((((| | | | |
|--------|------------------|---------------------------------------|-----|------|----|--|
| X | | | | | | |
| | date her 日期在此 | e (REQUIR : (必填) | ED) | | | |
| | | | 2 | 0 | | |
| Month/ | ′月 | Day/⊟ | | Year | /年 | |
| | | | | | | |

For your witness only

If you have an illness or physical disability that prevents you from signing, have your witness complete this section.

僅供您的見證人

如果您因疾病或身心障礙而無法簽字,請讓您的見證人填寫此部分。

Witness, sign here | 見證人在此簽名

Witness address | 見證人地址
Street | 街道

City | 市 ______ Zip | 郵遞區號

For county election use only

僅供縣選舉使用

Official Ballot Return Envelope

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Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 EFICIAL Authorized by the U.S. Postal Service ☆ Franklin County Elections Department 4321 Sample Avenue Sample, PA 99999-1234 վիկանկության թերկիկությանի

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If I am unable to sign without help because I have an illness or physical disability, I have made my mark or somebody has helped me make my mark.

Sign and date



| Sign | or mark here | (REQU | IIRED) | Ì |
|-------|--------------|-------|-----------|---|
| Х | | | | |
| Today | 's date here | (REQU | IRED) | |
| Month | Day | 2 | O Year | |

For your witness only

If you have an illness or physical disability that prevents you from signing, have your witness complete this section.

Witness, sign here

| Witness address | |
|------------------------------|---|
| Street | |
| City Zip Zip | _ |
| "North | |
| For county election use only | |