

TIPS FOR VOTING  
ABSENTEE

Apply for your absentee ballot as soon as you know you will need it.

\*\*\*

Once ballots are printed you can apply for, receive and cast your ballot all in one trip to the Board of Elections—ballots are ready about 3 weeks before each election.

\*\*\*

We have extended hours for absentee voting prior to each General Election in November.

\*\*\*

Remember this is a two step process Applications must be on file in order to receive a ballot.



**Madison  
County Board  
of Elections**

*A guide to procedures*

Madison County Board of Elections  
138 N Court St  
PO Box 666  
Wampsville NY 13163

Phone: 315-366-2231  
Fax: 315-366-2532  
[www.madisoncounty.ny.gov/boe](http://www.madisoncounty.ny.gov/boe)  
Hours M-F 8:30 am to 5:00 pm

ABSENTEE  
VOTING IN NEW  
YORK STATE

A guide to  
procedures



*Madison County Board of  
Elections*

315-366-2231

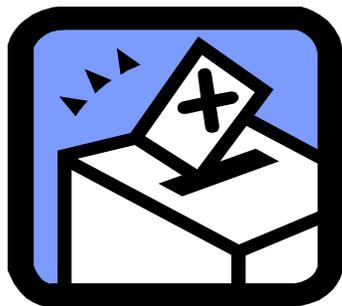
# ABSENTEE VOTING

## Who is eligible for an absentee ballot?

Any registered voter who will be out of the county on Election Day or who is ill or disabled may apply for an absentee ballot. Such ballots are available for each election conducted by the County Board of Elections.

Persons who are ill or disabled on a long-term basis may apply for a “permanent absentee ballot” and receive a ballot for each election without further application.

In New York State you may not vote in a primary election unless you are enrolled in that party. Thus, at primary elections, absentee ballots are issued only to a voter whose party has a primary contest.



## How Does an Absentee Ballot work?

Your absentee ballot is a paper ballot which looks just like the ballot used with the voting system. Your ballot is secret.

It works like this: you apply for your ballot, which is sent to you several weeks before Election Day. You vote for the candidates of your choice. You then seal your ballot in the provided envelope, sign and date the oath printed on this envelope and return in the envelope addressed to the Board of Elections.

Your ballot is then kept at the Board of Elections and will be counted approximately a week after the election. All ballots are counted and added to election day totals.

Keep in mind: for your vote to be counted, your sealed ballot and signed oath must be returned to the Board of Elections or polling site by 9pm on election day OR it must bear a postmark no later than the day before election day and received no later than a week after election day.

## How do I apply for an absentee ballot?

\*Call the Board of Election, 315-366-2231, and ask to have an absentee application sent to you

\*You or a representative can pick up an absentee application at the County Board of Elections

\*Download an application,  
[www.madisoncounty.ny.gov/boe](http://www.madisoncounty.ny.gov/boe)

fill out the form and mail it to:

Madison County Board of Elections  
PO Box 666, Wampsville, NY 13163

## Different kinds of absentees

### Civilian absentee applications:

For voters that will be out of the county on the day of the election – vacation, school or job. This type of application can cover more than one election if you indicate you will be away for more than one election. These expire after one year unless you state you will be back in the county sooner.

### College absentee applications:

If you are out of the county for school you may apply for an absentee ballot and have it sent directly to your college address. These typically expire in May as college mailing addresses tend to change from year to year.

### Permanent absentee application:

For voters that need to have a ballot sent to them every time they are eligible for an election, usually due to the fact that there is a physical hardship in getting to the polls. Once on file these applications do not expire, unless the voter moves.

### Military absentee application:

For voters that are active with the military. Once on file these are good for two Federal Elections. It is important to update mailing addresses as they change.

### Special Federal absentee application:

For voters that are out of the country for an extended period of time. These voters are eligible to vote for Federal offices only.

Once an application is on file it is good for two Federal elections.