

STEP-BY-STEP

STEP 1: REQUEST YOUR BALLOT

A. COMPLETE <u>THIS FORM</u> <u>**OR**</u> WRITE ALL OF THE REQUIRED INFORMATION ON THE FORM DOWN ON A SEPARATE SHEET OF PAPER.

Don't forget to hand sign the form or your alternate written communication.

B. SEND THE FORM/ WRITTEN COMMUNICATION TO THE TRURO CLERK'S OFFICE USING ONE OF THE FOLLOWING METHODS:

Scan and email to: SJoseph@truro-ma.gov OR

Fax to: 508-349-5505 **OR**

Mail to: PO Box 2012, Truro, MA 02666-2012 OR

Drop in the drop box to: Truro Town Hall, 24 Town Hall Road, Truro

C. WAIT FOR YOUR BALLOT. The ballot will be mailed to you. Allow ample time for mailing.

STEP 2: PREPARE YOUR BALLOT

Complete Early Voting Ballot Instructions from the Commonwealth of Massachusetts available here.

- A. ARRANGE FOR ASSISTANCE IF YOU NEED HELP MARKING YOUR OWN BALLOT, OTHERWISE, COMPLETE YOUR BALLOT ALONE.
- B. MARK YOUR BALLOT WITH YOUR VOTES AND FOLD IT UP.
- C. PLACE YOUR BALLOT INSIDE THE SMALLEST ENVELOPE (BROWN COLOR), SEAL IT, AND SIGN THE AFFIDAVIT. The ballot remains in this envelope until it's time to be counted.

STEP 3: SEND YOUR BALLOT

A. PUT THE SIGNED BROWN ENVELOPE INTO THE WHITE MAILING ENVELOPE, ADD POSTAGE AND MAIL IT. Allow enough time for the ballot to reach the Clerk's Office by the close of polls on Election Day.



