

Everything You Should Understand About Absentee Ballots

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Trumbull Town Clerk

Step One: The Application for a Ballot

- ★ You will need to fill out and return an *Absentee Ballot Application* in order to vote by Absentee Ballot.
- ★ Applications are available in the Town Clerk's office, and on line at www.sots.ct.gov
- ★ You may also telephone the Town Clerk's Office for an application.
- ★ When you receive the application, fill it in, and mail it back to the Town Clerk's office, or stop by in person with it.

Step 2: Reasons for obtaining an absentee ballot

- ★ Connecticut laws specify certain conditions for obtaining and using an absentee ballot. These are:
 - ★ My active duty in the Armed Forces of the United States
 - ★ My absence from town during all of the hours of voting
 - ★ My illness
 - ★ My religious tenets forbid secular activity on the day of the election, primary or referendum
 - ★ My duties as a primary, election or referendum official at a polling place other than my own during all of the hours of voting
 - ★ My physical disability

Step 3: Returning the application

- ★ When you return your application, the Town Clerk's Office may **ONLY** give you **YOUR OWN** ballot.
- ★ You cannot receive another person's ballot. That ballot will be mailed to the applicant.
- ★ The only exception to this is the Emergency Ballot.

Step 4: Students

- ★ A student away at college, or away from home, can apply to vote absentee.
- ★ When you know your address, ask that an application be sent to you, or download an application from the SOTS website and mail it back to us. (If you fax us the application, you must also mail the original to us.) We can send you a ballot from a faxed application, but we will need your original document in order to count your ballot in the election.

Step 5: Service Personnel

- ★ Service personnel may ask to receive a 90-day ballot (blank ballot) for an election.
- ★ New applications are required each year.

Step 6: Emergency Ballots

- ★ Emergency ballots are available in certain circumstances but do require considerable work.
 - ★ First, a special application for the ballot must be received at the Town Clerk's office in person.
 - ★ Second, that person must then take it to the hospital, etc. to the person requesting a ballot. Then, they bring it back to our office. The application states that this 'go-between' is indeed their "liaison" for voting purposes.
 - ★ A ballot can then be issued. The "liaison" brings it to the voter, who then votes, and the "liaison" then returns it to the clerk's office. This may be done the day of the election.

Step 7: General Information

- ★ Ballots must be received in the Town Clerk's Office by 8 PM the day of the election.
- ★ You may not bring your own Absentee Ballot to Town Hall on Election Day. If you are in town, you must go to the poll to vote in person.
- ★ Ballots may NOT be faxed or emailed into the office.
- ★ A ballot returned by someone other than the voter must be signed and dated on the back and noted with the relationship.
- ★ Adults (over the age of 18) may return someone else's ballot.
- ★ A child (under 18) may not return someone's ballot.

Step 8: Filling out & Returning the Ballot

- ★ The ballot is the colored paper with the candidates listed on it. Fill in the circle completely of those that you choose.
- ★ Put the ballot into the envelope marked “B”.
- ★ Seal it, sign it and date it.
- ★ Put this envelope into the outer envelope marked “C”.
- ★ Seal it, and sign the front return address corner.
- ★ A good tip for all voters is to send their absentee ballot back as soon as you get it. Do not delay!

***More Questions? Need
Help?***

**Call the Trumbull
Town Clerk's Office at
203-452-5037 .**