

Instructions

Who may use this school district absentee ballot application form?

This application is only to be used by a qualified voter who resides in a school district with a system of personal registration. Voters in districts without a system of personal registration must use a different form provided by their school district. Each person must apply for themselves. In order to qualify as a voter in a school district a person must be:

- A citizen of the United States.
- Eighteen years of age.
- A resident within the district for a period of thirty (30) days next preceding the meeting or election at which s/he offers to vote.
- No person shall have the right to register for or vote at any school district meeting or election who would not be qualified to register for or vote at an election in accordance with the provisions of section 5-106 of the Election Law.

Information for military voters

If you are applying for an absentee ballot because you will be absent from the school district on the day of election, budget vote or referenda due to military service do not use this application. You are entitled to special provisions if you file an application for a school district military absentee ballot. Contact your school district to receive the appropriate application form.

A military voter is:

- A qualified voter of the state of New York who is in active military service or has been discharged from such service within thirty (30) days of the election, budget vote or referenda; or
- The spouse, parent, child or dependent of such a voter accompanying or being with him or her, if a qualified voter and resident of the same school district.

Where and when to return your school district absentee ballot application:

Applications should not be sent to the school district more than thirty (30) days in advance of the election. The application must either be personally delivered to your school district clerk not later than the day before the election if the ballot is to be delivered in person or must be received by the district clerk not later than seven (7) days before the election if the ballot is to be mailed to the voter.

The ballot itself must be delivered to the school district clerk by 5 PM on the day of the election in order to be canvassed.

When your school district absentee ballot will be sent:

Ballots will be sent not later than six (6) days prior to the election if the ballot is to be mailed. When an application is received in person later than seven (7) days before the election the clerk shall deliver the ballot when such applicant or agent designated by the applicant, appears in the district clerk's office.