## OACDL ABSENTEE BALLOT INSTRUCTIONS AND BALLOT

## **INSTRUCTIONS FOR CASTING AN ABSENTEE BALLOT**

# PLEASE READ THESE INSTRUCTIONS CAREFULLY TO CAST A VALID ABSENTEE BALLOT

Enclosed please find one absentee ballot for the contested election of OACDL President Elect. Please clearly mark one choice on the ballot provided.

## YOU MAY RETURN THE BALLOT VIA MAIL OR EMAIL.

#### By Mail:

Place the ballot in a sealed envelope. Label the envelope ABSENTEE BALLOT. Place that sealed envelope in another envelope (**make sure your name is on the outer envelope somewhere**) and mail to:

OACDL

ATTN: AMY (ABSENTEE BALLOT)

713 South Front Street

Columbus, Ohio 43206

#### YOUR BALLOT MUST BE RECEIVED BY 1PM ON OCTOBER 13 TO BE COUNTED.

Due to the unreliability of the US Mail Service, we highly recommend that you send your ballot via UPS/Fed-Ex with a Tracking Number.

All ballots will be removed from the outer envelope and kept sealed until the Membership Meeting, when they will be opened and counted alongside all other valid ballots.

#### <u>Via Email:</u>

Print the official ballot and mark your choice. Then, scan the official ballot and save it as a PDF. Compose an email to Amy at <u>amy@oacdl.org</u>. The subject line must be <u>COMPLETED</u> <u>ABSENTEE BALLOT</u>. Attach the completed ballot as a PDF attachment to that email. <u>THE</u> <u>OFFICIAL BALLOT MUST BE ATTACHED AS A PDF TO BE VALID. ALL BALLOTS</u> <u>MUST BE RECEIVED BY AMY BY 1PM ON OCTOBER 13 TO BE VALID.</u>

Amy will not open the email or the attachments for any votes sent via email prior to the election. At the Membership Meeting, Amy will open the email and print off each ballot without reviewing the content of the ballot, so that the content of the voter remains secret. These ballots will then be counted alongside all other valid ballots.



## **OACDL ABSENTEE BALLOT REQUEST FORM**

Name:
I would like my ballot Mailed Emailed
Mailing Address:
Email Address:
I hereby certify that:
I am a member of the OACDL in good standing
I am current on my dues
I am eligible to vote in this election and hereby request an absentee ballot

Signed: