



ABSENTEE BALLOT APPLICATION AND INFORMATION

Any registered voter is entitled to cast an absentee ballot.

Applications must contain the signature, printed name, the current legal residential address within the incorporated limits of the City, any mailing address different from the residential address of the applicant and, if applicable, his or her authorized agent.

Applications for absentee ballots may be picked up in person at City Hall between 9:00 a.m. and 5:00 p.m., Monday through Friday, requested via telephone at 301-258-6310 or downloaded from the internet at www.gaithersburgmd.gov on or after October 2, 2015 thru November 3, 2015. Completed applications can be mailed or dropped off at City Hall, 31 South Summit Avenue, Gaithersburg, Maryland 20877.

After approval of the application, absentee ballots will be mailed to the absentee voter; however, absentee ballots cannot be mailed to the absentee voter or his/her authorized agent making application after the close of business on **WEDNESDAY, OCTOBER 28, 2015** (Sec. 6C-22(d) of the City Code "Any absentee ballot that is not secured in person by the absentee voter or his authorized agent making application therefore shall be sent by first class mail to the approved applicant as expeditiously as possible, **but no later than the close of business on the sixth day before the election**").

Residents who have been approved for an absentee ballot after **WEDNESDAY, OCTOBER 28, 2015** must pick up their absentee ballot at City Hall during normal business hours between 9:00 a.m. and 5:00 p.m. Absentee ballots may be returned to City Hall in person up to and including the time of closing of the polls at 8:00 p.m. on Election Day, November 3, 2015. All mailed absentee ballots must be received by November 3, 2015.



Application for Absentee Ballot
for the General Election
Tuesday, November 3, 2015

Check and complete all sections as appropriate

A. I, _____
(Print Name: First, Middle initial, Last)

hereby swear (or affirm) that my legal residential address within the incorporated limits of the City of Gaithersburg is:

(Print Address)

and that I am legally qualified to vote in the above-stated election in accordance with Section 27 of the City Charter which provides:

"(a) Any person who has his domicile in the city and is qualified by law to vote in Montgomery County elections shall be qualified to vote in city elections. Any person who will be eighteen (18) years of age on or before the day of the next succeeding regular or special city election shall be qualified to vote in said election.

(b) Any person who has his domicile within the city may register to vote in city elections by registering to vote in Montgomery County elections; provided, that such registration must reflect that the registrant has a residential address located within the incorporated limits of the city on voting registration records with Montgomery County more than fifteen (15) days prior to the date of the city election at which such person seeks to vote."

B. CHECK ONE WHEN NOT APPEARING IN PERSON

- I would like to have the ballot mailed to me at the above address.
- I would like the absentee ballot mailed to the following address outside the City of Gaithersburg or different from the above legal residential address:

Street or P.O. Box Number

City, State, Zip Code

**Application for Absentee Ballot
for the General Election
Tuesday, November 3, 2015**

C. I do hereby designate _____
(Name)

A qualified voter in the City of Gaithersburg, to act as my authorized agent inasmuch as I am physically disabled and unable to make application, secure a ballot, and return it before the close of polls, in person or by mail.

THIS BOX IS TO BE COMPLETED BY AUTHORIZED AGENT

I do hereby certify that I will act as an authorized agent for the applicant, securing and returning an absentee ballot for said applicant.

Print Name	Street Address
Signature	City, State and Zip Code

D. Signature of Applicant _____ **Date** _____

Please note: That absentee ballots cannot be mailed to the absentee voter or his/her authorized agent making application after the close of business on WEDNESDAY, OCTOBER 28, 2015. Residents who have been approved for an absentee ballot after WEDNESDAY, OCTOBER 28, 2015 must pick up their absentee ballot at City Hall during normal business hours between 9:00 A.M. and 5:00 P.M., Monday through Friday. Voters may vote at City Hall in person or may take the ballot with them. Absentee ballots may be returned to City Hall in person up to and including the time of closing of the polls at 8:00 P.M. on Election Day. All mailed ballots must be received by the close of business on November 3, 2015.

Warning: Section 38 of the City of Gaithersburg Charter provides as follows: "Any person who (a) fails to perform any duty required him under the provisions of this Charter relating to elections, or any ordinances passed thereunder, or (b) willfully or corruptly does anything which will tend to affect fraudulently any registration, nomination or City election, shall be deemed guilty of a misdemeanor and may be fined not to exceed One Thousand Dollars (\$1,000.00), or imprisoned not to exceed six (6) months, or both, unless violations of such ordinance has been specifically designated a municipal infraction by ordinance of the Mayor and City Council. Any officer or employee of the City government who is convicted of a misdemeanor under the provisions of this section shall immediately upon conviction thereof cease to hold such office or employment"

FOR OFFICE USE ONLY

The foregoing Application for Absentee Ballot was received by the City's Board of Supervisors of Elections, or its designee, on _____, 2015, and upon examination of the official City voter registration records, the Board does hereby determine that the applicant is/is not a registered voter and the request for an Absentee Ballot is:

Approved Denied Board of Supervisors of Elections

Date: _____ By: _____
Chair, or designee

GA _____

Ballot _____