

## LAKE COUNTY SUPERVISOR OF ELECTIONS

# Easy Voter Guide



### OUR COMMITMENT

- ✓ Voter Confidence
- ✓ Excellent Service
- ✓ Accurate & Efficient Elections
- ✓ Responsible Financial Stewardship



## Who Can Register

You May Register To Vote If You Meet **ALL** of These Qualifications:

- You are a U.S. Citizen.
- You are 18 years of age (you may pre-register at age 16 but must be age 18 to vote).
- You are a legal resident of the Florida County in which you wish to vote.

You May **NOT** Register To Vote If Any of the Following Apply:

- You have been convicted of a felony or declared mentally incompetent unless your voting rights or mental competency have been restored.
- You are not a citizen of the United States.

You Must Be **REGISTERED** In Order to **VOTE!** (Section 97.041, Florida Statutes)

## How to Register

You must submit a completed voter registration application form.

Voter registration applications are available at:

- [www.LakeVotes.com](http://www.LakeVotes.com) - You can submit an online application or pre-fill an application form, print, sign, date, and mail it to P.O. Box 457, Tavares, FL 32778.
- Supervisor of Elections Office
- Driver's License Offices
- State public assistance offices
- Libraries
- Hunting/Fishing Licensing Agents
- County Governmental offices
- Call our office for an application 352.343.9734 (Section 97.053, Florida Statutes)

## 2020 Important Dates:

March 17- Presidential Preference Primary

February 18 - Registration Books Close\*

March 5-14 - Early Voting

August 18 - Primary Election

July 20 - Registration Books Close\*

August 6-15 - Early Voting

November 3 - General Election

October 5 - Registration Books Close\*

October 19-31 - Early Voting

\* Registration book closing is the deadline for new registrations and party affiliation changes to be made for that specific election.

## Application Form

Your voter registration application is complete if it contains all of the following:

- An indication that you are a U.S. Citizen.
- An indication that you have not been convicted of a felony or that, if convicted, you have had your voting rights restored.
- An indication that you have not been adjudicated mentally incapacitated with respect to voting or that, if so adjudicated, you have had your right to vote restored.
- Your date of birth.
- Your Florida driver's license number, Florida ID card number OR the last four digits of your Social Security number.
- Your name.
- Your legal residence address.
- Your signature for the oath printed on the form swearing or affirming under the penalty for false swearing that the information contained in the registration application is true.

## Polling Information

On Election Day you are required to vote in your assigned precinct and polls are open from 7 a.m. to 7 p.m. When voting you are required to present photo and signature ID.

Acceptable Forms of ID include:

- Florida ID
- U.S. Passport
- Military ID
- Student ID
- Debit or Credit Card
- Neighborhood Association ID
- Public Assistance ID
- Retirement Center ID
- Veteran Health ID
- Concealed Weapon License
- Government Employee ID

If your photo ID does not have your signature, an additional form of ID that provides your signature will be required.

**NOTE:** If you do not have proper ID, you must vote a provisional ballot.

(Section 97.0535, Florida Statutes)

## Voting a Provisional Ballot

### What is a provisional ballot?

Provisional ballots provide a safeguard to voters whose identity or eligibility is in question. Provisional ballots may be issued at polling places on Election Day or at Early Voting sites.

#### Some reasons for issuing a provisional ballot:

- Voter does not show photo and signature ID when voting.
- Voter status displays ballot has been cast by mail or early vote.
- Voter's eligibility status is in question.
- A challenge has been made about the eligibility of a voter.

The county canvassing board is responsible for examining the provisional ballot certificate and making a determination as to the voter's eligibility. A provisional ballot voter must be given notice of rights including the right to show evidence of eligibility to vote. Evidence must be presented no later than 5 p.m. the second day following the election. Once eligibility has been determined, the provisional ballot will be counted.

## Vote By Mail

Any qualified registered voter in Lake County is eligible to vote by mail. You can request a mail ballot via telephone, in person, our website, email and mail. Mail ballots will be sent to the address on file, unless a request is made in writing to use an alternate address and the request must contain your signature. **Military members and their dependents are exempt from this requirement.** An immediate family member or legal guardian may request a mail ballot for you. Immediate family implies your spouse, parent, child, grandparent or sibling. To request a mail ballot online, visit [www.LakeVotes.com](http://www.LakeVotes.com).

### Requesting to Vote by Mail :

You must disclose the following information:

- Voter's Name
- Voter's Address
- Voter's Date of Birth
- Voter's Signature (written request only)

If you have designated an immediate family member or legal guardian to request your vote-by-mail ballot, the requester must provide the above information and the following information:

- Requester's Name
- Requester's Address
- Requester's Driver's License Number (if available)
- Requester's Relationship to Voter
- Requester's Signature (written request only)

Vote-by-mail ballots must be requested no later than ten days prior to Election Day. You may request a mail ballot for a specific election or for all elections through the end of two election cycles. Vote-by-mail requests do expire, be sure to keep a current request on file. Ballots are mailed as non-forwardable and return-if-undeliverable mail to those voters who have requested one.

## Voting Your Mail Ballot

Follow the instructions included with your ballot very carefully! You must personally vote your ballot (unless you require assistance due to blindness, disability, or inability to read or write). **YOU MUST SIGN THE VOTER'S CERTIFICATE ON THE RETURN ENVELOPE WHERE INDICATED AND YOUR SIGNATURE MUST MATCH YOUR SIGNATURE ON FILE WITH OUR OFFICE IN ORDER FOR YOUR BALLOT TO BE COUNTED. POWER OF ATTORNEY MAY NOT SIGN FOR YOU OR MAKE ADDRESS CHANGES.**

## Lake County Supervisor of Elections Office

1898 E. Burleigh Blvd.  
Tavares, FL 32778

352.343.9734 [www.LakeVotes.com](http://www.LakeVotes.com)  
Monday-Friday from 8:00 a.m. to 5:00 p.m.

### When You Can Register

You may apply to register to vote at any time. However, there is a 29 day deadline prior to each election for registering to vote or for changing party affiliation. When the registration books are closed for an election, updates to your name, address and signature shall be the only changes permitted for purposes of the upcoming election.

The date your voter registration application is postmarked or hand delivered to any driver's license office, voter registration agency, armed forces recruitment office, the Division of Elections or any Supervisor of Elections Office, will be your registration date (Section 97.053, Florida Statute). If your application is complete and you are qualified as a voter, a voter information card will be mailed to you.

Voter registrations and party changes will be accepted after book closing, but only for the purpose of subsequent elections. (Section 97.053, 97.055, &97.0555 Florida Statutes).

### Voter Information Cards

After registering to vote you will receive your voter information card in the mail. This card is only to provide voter information and is not required to vote. The card will list your address, date of birth, registration date and number, party affiliation, precinct number, polling place address, as well as the districts for your representation.

If your precinct location or polling place should change, you will be notified and issued a new voter information card in the mail.

### Restoration of Voting Rights

Certain convicted felons who have completed their sentences, including parole and probation, will have their voting rights automatically restored and will be eligible to register to vote. Felons convicted of murder or sexual offenses are not eligible to register to vote unless the Governor's Clemency Review Board restores their voting rights. It is the voter's responsibility to confirm whether or not their voting rights have been automatically restored or granted by the Clemency Board. If your voting rights have been restored, you must re-register to vote by completing a Voter Registration Application Form.

## Save Time at the Polls

Update your voter record today!

- If you have moved within the state of Florida, you may change your address via our website, by signed written notice, by phone, or via email. Please provide your date of birth when making updates via telephone.
- If you move from another state into Florida, you must complete and sign a Voter Registration Application Form. Updates can be made online or via hard copy form.
- If you want to change your name or party affiliation, please provide your date of birth or voter registration number along with signed written notice. A completed Voter Registration form may be used to update your party affiliation.
- Please keep us updated with your latest signature so that your Vote-by-Mail ballot can be immediately verified. If we have trouble matching the signature from your vote -by-mail envelope to what we have on file, your ballot may not count. A completed Voter Registration form may be used to update your signature.

## Closed Primary State

A closed primary in Florida means that only voters who are registered members of a political party which has candidates on the Primary Election ballot may vote for that party's candidates.

Voters with no party affiliation are not eligible to vote for party candidates in a Primary Election. **However, all qualified voters regardless of party affiliation or no party affiliation can vote in the following races appearing on a Primary Election ballot.**

- All candidates in the same race have the same party affiliation and the winner will have no opposition in the General Election. **(This is known as a Universal Primary Contest).**
- Nonpartisan judicial and school board offices.
- Nonpartisan special districts and other local offices.
- Local referendum questions.

**At a General Election, all registered voters may vote for all candidates regardless of their party affiliation.**

(Sections 100.061 and 101.021, Florida Statutes & Article VI, Section 5(b), Florida Constitution)

## Voting By Mail

Your voted mail ballot may be returned to our office by mail to P.O. Box 457, Tavares, FL 32778 or dropped off at, 1898 E. Burleigh Blvd., Tavares, FL 32778. A convenient drop box is located outside our office. You may also drop off your voted ballot at any of the early voting sites during the early voting period. **Your voted mail ballot must be received in the Elections Office by 7:00 p.m. on Election Day.**

Voted mail ballots cannot be accepted at polling places on **Election Day** unless you wish to vote at the polls instead. In that case, your mail ballot will be cancelled and you may vote a regular ballot.

## Early Voting

Early voting begins 10 to 15 days prior to each county wide election. Early voting will end the Saturday prior to each election. You may vote in person at any one of our early voting sites. Call our office at 352.343.9734 or visit our website for early voting dates, sites, and hours.

## Election Workers

Interested in becoming an Election Worker? Applications are available at our office or you may submit an interest form online at our website.

- You must be registered to vote in Lake County.
- You must be able to speak, read, and write the English language (bilingual is a plus).
- You must attend mandatory training classes.

## How to Mark Your Ballot

If using an **optical scan** paper ballot, you will fill in the oval next to your choice using the provided marking pen.



Alternatively on the Americans with Disabilities Act (ADA) machine, use the adaptive device to make your selections.

Sample ballots are provided for your convenience. You are welcome to take your sample ballot into the booth with you when you vote.

## Voter Responsibilities

Each registered voter in this state should:

1. Be familiar with the candidates and issues.
2. Maintain with the Elections Office, a current address and signature.
3. Know the location of their polling place and its hours of operation.
4. Bring proper identification to the polling station.
5. Be familiar with the operation of the voting equipment in their precinct.
6. Treat election workers with courtesy.
7. Respect the privacy of other voters.
8. Report any problems or violation of the election laws to the Supervisor of Elections.
9. Ask questions if needed.
10. Make sure their completed ballot is correct before leaving the polling station.

**NOTE TO VOTER:** Failure to perform any of these responsibilities does not prohibit a voter from voting.

(Section 101.031 Florida Statutes)

## Voter's Bill of Rights

Each registered voter in this state has the right to:

1. Vote and have their vote accurately counted.
2. Cast a vote if he or she is in line at the official closing time of the polls in your county.
3. Ask for and receive assistance in voting.
4. Receive up to two replacement ballots if he or she makes a mistake prior to the ballot being cast.
5. An explanation if their registration or identity is in question.
6. Cast a provisional ballot if their registration or identity is in question.
7. Written instructions to use when voting and upon request, oral instructions in voting from election officers.
8. Vote free from coercion or intimidation by elections officers or any other person.
9. Vote on a voting system that is in working condition and that will allow votes to be accurately cast.

(Section 101.031 Florida Statutes)

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