**How to Complete Your Absentee Ballot**

Listed below are steps to completing your ballot and mailing it in. More detailed instructions from the County Clerk on how to vote an absentee mail-in ballot are also included with your ballot. Please read them carefully and thoroughly. All steps **must** be completed or your *ballot* *will be rejected.*

1. Complete the absentee ballot.
2. When you have finished marking the ballot, place the voted ballot in the inner (yellow) envelope. **DO NOT DETACH THE FLAP** on the inner envelope. If this flap is detached, your ballot will not be counted.



1. **SIGN and SEAL** the inner envelope. Place this envelope in the outer (white) envelope. **SIGN and SEAL** the outer envelope once the ballot is placed inside.



1. Affix postage to the outer envelope and mail to the County Clerk.