

RESOLUTION NO. 161-06

A RESOLUTION AUTHORIZING A MAIL BALLOT ELECTION IN THE CITY OF GRAND JUNCTION REGULAR MUNICIPAL ELECTION ON APRIL 3, 2007, AUTHORIZING THE CITY CLERK TO SIGN THE INTERGOVERNMENTAL AGREEMENT WITH MESA COUNTY CLERK AND RECORDER AND APPROVING THE WRITTEN PLAN FOR THE CONDUCT OF A MAIL BALLOT ELECTION

RECITALS.

Pursuant to City Charter §3, the regular election for the City of Grand Junction is scheduled for April 3, 2007.

The City Council finds that conducting that election by mail ballot is the most efficient method for that election.

The City Council has designated the City Clerk as the Designated Election Official (DEO) for the special election.

The Mail Ballot Election Code, 1-7.5-101 et seq, C.R.S., specifically section 105, requires that the designated election official "shall notify the secretary of state no later than fifty-five days prior to the election. The notification shall include a proposed plan for the conducting the mail ballot election, . . ."

The Secretary of State has promulgated rules as to what is to be included in the plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAND JUNCTION THAT:

1. The Regular Municipal Election for the City of Grand Junction is scheduled for April 3, 2007 and will be conducted by mail ballot.
2. That the City Clerk is hereby authorized to enter into an Intergovernmental Agreement with the Mesa County Clerk and Recorder for the conduct of said election.
3. The attached "Written Plan for the Conduct of a Mail Ballot Election" is approved for the April 3, 2007 Regular Election and that the City Clerk as the Designated Election Official be directed to submit such plan to the Secretary of State.

Approved this 20th day of December, 2006.

/s/ James J. Doody
President of the Council

ATTEST:

/s/ Stephanie Tuin
City Clerk

**WRITTEN PLAN FOR THE CONDUCT OF A
MAIL BALLOT ELECTION**

SUBMITTED BY: Stephanie Tuin, MMC, City Clerk

ELECTION ADMINISTRATOR FOR: City of Grand Junction

1. **LEGAL NAME OF JURISDICTION:** City of Grand Junction
2. **TYPE OF JURISDICTION:** A Home Rule Municipality
3. **DESCRIPTION OF ELECTION TO BE HELD:** Regular Municipal Election to be held on Tuesday, April 3, 2007
4. **AUTHORITY TO HOLD THIS ELECTION:** 31-10-101 et seq., C.R.S. and Article II, Secs. 3 through 25, City of Grand Junction Charter
5. **ESTIMATED NUMBER OF ELECTORS:** 27,345 active registered voters
6. **NAME OF CHIEF ELECTION ADMINISTRATOR:** Stephanie Tuin, City Clerk
7. **COUNTY CLERK AND RECORDER WILL:** (1) Assist in candidate nomination petition verification (completed in January), (2) Appoint and train all election judges and deputy clerks, (3) Prepare and mail ballot packets, including absentee ballots, (4) Receive and process all returned ballots, and (5) Count and tabulate the votes. The City Clerk has by Intergovernmental Agreement delegated and transferred to the County Clerk all power, authority and duties of a designated election official for this municipal election. In summary, the City Clerk will work with the candidates for election and certify the ballot content to the County Clerk. At that point, the County Clerk will take over responsibility for the election. The City Clerk will retain responsibility for working with the candidates on Fair Campaign Practices Act filings and candidates will still file all reports with the City Clerk. The City Clerk will resume responsibility for the election, once the votes have been tabulated.
8. **NUMBER OF PLACES OF DEPOSIT:** Four – see list attached as Exhibit “A”
9. **IF BALLOT PACKETS ARE RETURNED AS UNDELIVERABLE:** Undeliverable ballots will be tallied/recorded daily, entered as “REJECTED-UNDELIVERABLE” on the ballot distribution database, alphabetically slotted into trays marked “Undeliverable”, and secured in a locked area accessible only by clerks/election judges/deputy clerks. These ballots will not be re-mailed, but may be reissued to any addressee appearing in person at the Mesa County Elections Office, upon presentation of proper identification of registered elector and address.
10. **HOW POSTAGE WILL BE HANDLED FOR BALLOT PACKETS RETURNED AS UNDELIVERABLE:** Ballots will be mailed in accordance with both USPS and state statutory requirements, each envelope bearing “RETURN SERVICE REQUESTED”. This will guarantee return of “undeliverable” envelopes to the

Mesa County Elections Office. If a new address is identified by the yellow USPS label, the Elections Office will comply with 1-2-605(5) C.R.S.

11. PROCEDURES TO BE FOLLOWED TO ENSURE COMPLIANCE WITH STATUTES AND RULES INCLUDING NAMES OF THOSE RESPONSIBLE:

- a) Planning and procedural meetings will be held involving the County Clerk, the Elections Director, the Election Division staff, the City Clerk, and City Clerk staff. Title 1, Article 7.5 C.R.S. and the Secretary of State's Rules and Regulations will be reviewed and explained for implementation and administration of the State's mail ballot process. The State Statutes and the rules and regulations will be administered under the direct supervision of Sheila Reiner, County Elections Director, and Stephanie Tuin, the City Clerk. County Election Division staff will oversee temporary staff.
- b) Coordination and printing of any TABOR NOTICE will be supervised by Elections Director Shelia Reiner in accordance with Article X, Section 20(3)(b), with a mailing date no later than March 2, 2007.
- c) Absentee mail ballot applications will be processed for mail distribution on the date required by law and in accordance with the appropriate regulations. County Elections staff will process and issue absentee ballots.
- d) Mail ballot packages, including absentee ballots, will be prepared in accordance with the mail ballot election law and under the supervision of County Clerk Janice Rich and City Clerk Stephanie Tuin.
- e) Mail ballot packages for each eligible voter will be prepared and mailed no later than March 19, 2007 to all "active voters" that did not request absentee ballots. The ballot distribution system is fully automated for issue, receipt and tracking of ballots. Mesa County Elections Director Sheila Reiner will oversee this process. See Exhibit "B".
- f) Each business day, ballot envelopes received or returned to the Elections Office will be date-stamped and tallied for recordkeeping. Each envelope will then be preliminarily verified (first verification) for completion of necessary information (including name, address, and signature) and voter eligibility. The automated pollbook will be updated daily for each ballot received, indicating by code either accepted, rejected or undeliverable. Accepted ballot envelopes will be deposited into a "dated" and sealed ballot box. Rejected or undeliverable ballot envelopes will be filed alphabetically in trays in a locked room in a secured facility. Daily receipt, coding and securing of ballots will include those collected from each of the four designated drop off locations (see Exhibit "C" – BRANCH OFFICE MAIL BALLOT ACCOUNTING). Responsible persons for this process will be Director Sheila Reiner and employees of the County Elections Division Office.
- g) The official verification of ballots may begin on Saturday, March 24, 2007. Ballot boxes representing each day's receipt of accepted ballots shall be opened, the envelopes slit, and the ballot stub number in each envelope checked against the ballot number issued. If acceptable, the ballot stub shall be removed, then the

secrecy envelope removed and the ballot shall be placed in a transfer case. In the event a ballot is returned without a secrecy envelope (see Exhibit "I"), secrecies will be readily available for the election judge to enclose the ballot before removing it from the envelope. All transfer cases will be sealed, numbers recorded and stored in a secured facility. County Elections Director Sheila Reiner will oversee this aspect of the election.

- h) The Mesa County Elections Division designated "distribution site" at the old Mesa County Courthouse will be open for issue of ballots to "inactive voters", or the reissue of ballots to those who have spoiled, lost, moved, or for some reason did not receive a ballot for the period of 25 days prior to the election, beginning on Monday, March 12, 2007, and each business day thereafter from 8:00 a.m. to 5:00 p.m. through Monday April 2, 2007 and on Election Day, April 3, 2007 from 7:00 a.m. until 7:00 p.m. Anytime that a replacement ballot is issued, or a ballot is issued to an "inactive voter", a REQUEST FOR BALLOT/REPLACEMENT BALLOT, or substantially-like form (see Exhibit "D") sworn statement must be completed, with signatures gathered either in person at the County Elections Office or through the mail. Reissue ballots, or ballots issued to "inactive voters" through the mail will only be issued once a sworn statement has been received in accordance with 1-7.5-107(3)(d)(II) C.R.S.
- i) Mesa County Elections Office has flagged voters in compliance with SOS Rule 30.6, and SOS Rule 2.3. Envelopes of voters that are flagged as ID required in the voter registration system will have stamped clearly upon the front of their envelope the words "ID REQUIRED". In addition to their envelope being stamped the ID required voters will also receive an additional insert in their mail ballot packet. See Exhibit "J".

12. DESCRIBE PROCEDURES TO ENSURE BALLOT SECURITY:

- a) Ballot packages are prepared and stored in secured facilities by Election Division staff. Ballot packages are delivered to the mail handler where Election Division staff use equipment to seal the ballot packages. The packages are then processed in accordance with USPS regulations and state statutory provisions.
- b) Ballots, including pre-distribution and non-issued, will be kept in locked rooms on secured premises at all times. All election materials, ballots, ballot boxes, transfer cases and computers will be monitored during utilization by election judges and deputy clerks and placed under locked security each night. The area used for ballot processing adjoins the existing Elections Office, and Mesa County provides regular security. Only four keys to the critical ballot and materials areas exist, and those are held by election supervisors. All empty ballot boxes and transfer cases will be witnessed before and during both sealings (first and second verifications), including the recording of seal numbers.
- c) Ballots will be coded according to district for reporting purposes. There is only a single ballot type for this election so no coding is necessary for the ballot itself.

- d) At each drop off site (see Exhibit "A") there will be a locked ballot box. Each day any ballot boxes containing returned ballots will be delivered to the Mesa County Elections Office by sworn election staff.
 - e) All employees and election judges will be sworn in, affirming their adherence to the election statutes, rules and procedures. Observers (or watchers) will need to present completed forms, and the secured area is not accessible to the cleaning staff during the period of March 9th through April 4th. A sworn law enforcement officer will provide security services at the courthouse when ballots are ready for tabulation, and a security officer will be on the courthouse premises throughout the evening until all ballots have been counted and stored in the vault.
- 13. DESCRIBE THE PROCEDURES FOR SIGNATURE VERIFICATION:** The very day each ballot envelope is received (initial verification), it will be verified for name, address and the presence of a signature. If any of the foregoing information does not correspond to the ballot issue record or if all information is not provided, the ballot will be rejected for discrepancies. The rejection will be coded on the automated pollbook and the envelope placed in alphabetical order in the "REJECTED" tray, which will be stored in the adjoining, secured facility. Periodic checks of signatures on record will be performed to ensure the integrity of the mail ballot election in the City of Grand Junction.
- 14. DESCRIBE THE PROCEDURES TO ENSURE SECRECY OF BALLOTS:** A secrecy envelope will be enclosed with each ballot mailed to all active voters on or before March 19, 2007. The Voter Instructions will specifically ask voters to place the voted ballot in a secrecy envelope when returning the ballot. Ballots initially received are left in sealed envelopes until the final verification. At the time of final verification, when ballot stubs are removed, each election judge will have secrecy envelopes (Exhibit "I") to slip around any ballot (while it's still in the envelope) in the event the voter did not place his/her voted ballot in the secrecy envelope. Ballots rejected with the stub still attached will be alphabetized and locked away nightly. Every deputy clerk and election judge will be thoroughly trained on the vital importance and necessity of ballot security.
- 15. DESCRIBE THE PROCEDURE TO RECONCILE BALLOTS ISSUED, BALLOTS RECEIVED, DEFECTIVE BALLOTS AND SUBSTITUTE BALLOTS:** Reconciliation will occur daily for every ballot issued and every ballot received using forms substantially like the DAILY RECONCILIATION FORM (see Exhibit "E") and the DAILY RUNNING TOTAL (See Exhibit "F"). Reconciliation will be automated as well as manual, and each day's current status will be available by 9 am the following morning. A form substantially like the FINAL DISPOSITION OF MAIL BALLOT ELECTION (see Exhibit "G") will reflect the number of ballots issued and reissued, less the number of ballots accepted, less the number rejected, less the number undeliverable, less the number of ballots returned after the deadline and/or never returned, which will equal the total number of ballots issued. Additionally, a STATEMENT OF BALLOTS (see Exhibit "H") will be placed in each sealed transfer case to assure verification with tabulation and the canvass board. Many safeguards have been built into the procedures; and yet the ability to immediately explain and /or access any ballot discrepancy will exist. Computer printouts will be compared daily to written copies to ensure tracking

accuracy. The Elections Division of Mesa County is hereby authorized to use other forms to capture the same information as included on the example forms attached to this plan, as they deem appropriate.

DATE OF SUBMISSION: _____

ELECTION OFFICIAL SIGNATURE: _____

TITLE: City Clerk/DEO

TIMETABLE ENCLOSED

TIMETABLE
For the conduct of a Mail Ballot Election
(Rule 12.3.3.b)

Please indicate dates by which each item will be completed

<u>12/20/06</u>	Written Plan submitted to governing body.	Rule 12.3.2
<u>12/20/06</u>	Election approved by governing body.	Rule 12.3.3b
no later than <u>02/07/07</u>	Submission of written plan to Secretary of State (55 days prior to election)	1-7.5-105(1) Rule 12.3.2
<u>02/22/07</u>	Last date for approval by Secretary of State (15 days after receipt in Secretary of State's office)	1-7.5-105(2)
<u>02/22/07</u>	Registration records ordered by designated election official from County Clerk and Recorder (at least 40 days prior to election)	1-5-303(1)
<u>03/02/07</u>	List of electors submitted to election official (at least 30 days prior to election)	1-7.5-107(2)(a)
<u>03/05/07</u>	Close of registration (29 days prior)	1-2-201(3)
<u>03/09/07</u> through <u>03/19/07</u>	Ballots mailed (not sooner than 25 days and no later than 15 days prior)	1-7.5-107(3)(a)
<u>03/09/07</u>	Ballots available at election official's office (no sooner than 25 days prior)	1-7.5-107(3)(c)
<u>03/14/07</u>	Notice of election to electorate (at least 20 days prior) with copy to County Clerk	1-5-205(2) 1-7.5-107(2.5)
<u>03/14/07</u>	Notice of election to County Clerk & Recorder	Rule 12.3.1a
<u>NA</u>	Notice of election to County Assessor	1-5-304
<u>03/14/07</u>	Publish Notice of Election	1-7.5-107(2.5)(a)
<u>03/14/07</u>	Supplemental list of electors submitted (at least 20 days prior)	1-7.5-107(2)(b)
<u>03/24/07</u>	Verification of ballot numbers to pollbook (may begin at any time during the 10 days before)	1-7.5-107.5
<u>04/03/07</u>	Election day	31-10-108 City Charter, §3
<u>04/05/07</u>	Canvass dates/certification issued (canvass no later than 2 days after the election)	City Charter, §25 Rule 12.12

Exhibit "A"

PLACES TO DEPOSIT MAIL BALLOTS

City Clerk's Office
City Hall
250 N. 5th Street
Grand Junction, Co. 81501

Mesa County Elections Office
Old Mesa County Courthouse
544 Rood Avenue
Grand Junction, Co. 81501

Mesa County Clerk's Office (Motor Vehicle Division)
Mesa Mall
2424 Hwy 6 & 50, #414
Grand Junction, Co. 81505

Orchard Mesa County Clerk's Branch
Mesa County Fairgrounds
2775 Hwy 50
Grand Junction, Co. 81503

EXHIBIT "B"

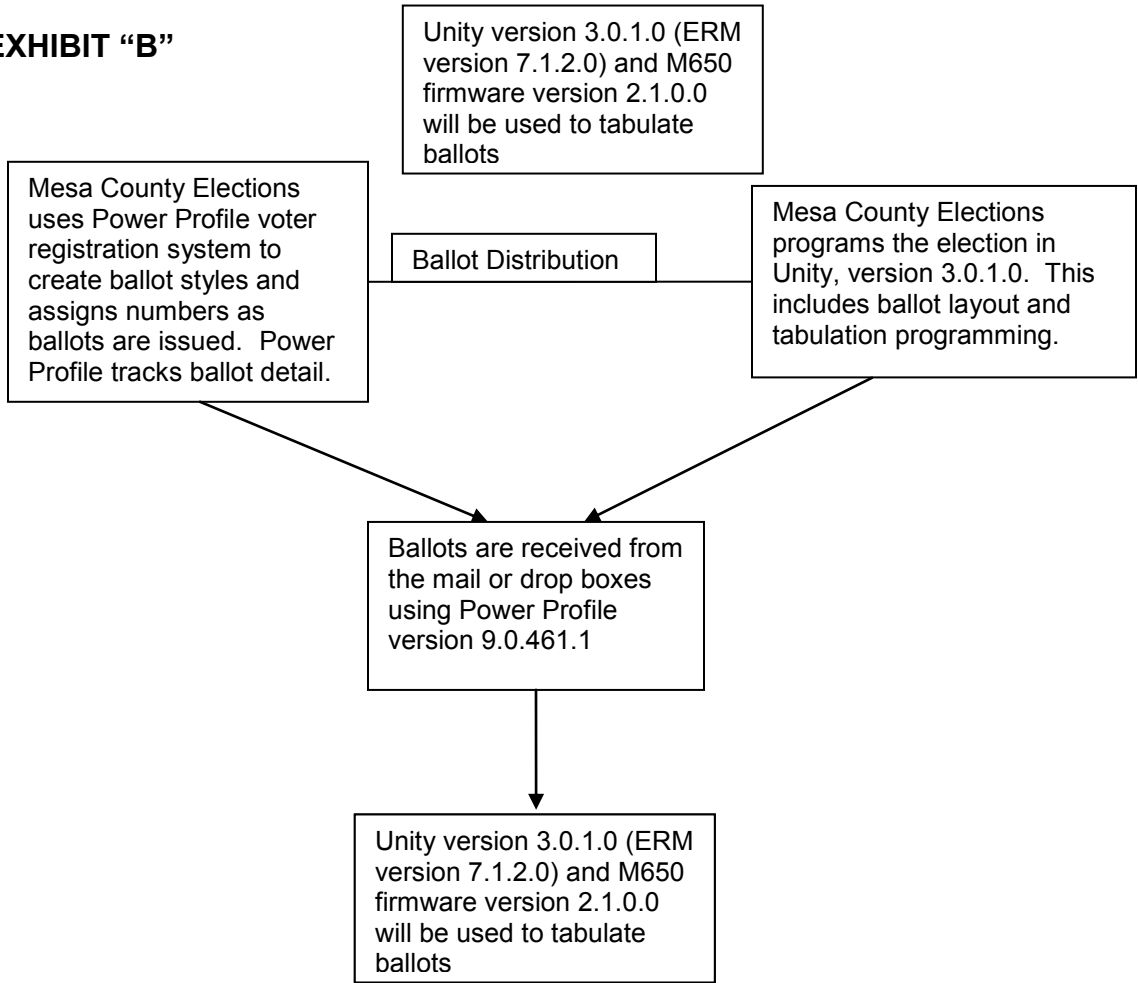


EXHIBIT "C"

BRANCH OFFICE MAIL BALLOT ACCOUNTING

April 3, 2007 Regular Municipal Election

Branch Location: _____ Date _____

Seal Number: _____ Judge's signature: _____

Total ballots received _____

Received by _____

EXHIBIT "D"

Request for Ballot

Original ballot number _____

April 3, 2007

Replacement number _____

Date _____

I _____, registered elector of the City of Grand Junction

at _____

Residence Address

City/Town

Zip

Request a ballot for the April 3, 2007 Regular Municipal Election for the following reason(s) (circle as applicable):

I was not issued a ballot due to eligibility (Voter record shown as inactive)

REQUEST FOR REPLACEMENT BALLOT

I have not as of this date received the ballot packet mailed to me

The ballot I received was destroyed or marked incorrectly

I have not voted a ballot issued for this election and I do not intend to vote except by voting this replacement ballot.

The original ballot issued me will not be cast and if the original and the replacement ballot are cast, neither will be counted in this election.

I understand that this sworn statement must be included in the return verification envelope with the marked ballot and must be received by 7:00 p.m. on Election Day for this replacement ballot to be counted.

SIGN _____
HERE

Date of Birth _____

STATE OF COLORADO, COUNTY OF MESA, SS:

SUBSCRIBED AND SWORN BEFORE ME THIS _____ DAY OF _____, 2007.

Clerk/Deputy/Notary

(Seal)

My Commission expires

Exhibit "E"

**CITY OF GRAND JUNCTION
JUDGES DAILY RECONCILIATION OF MAIL BALLOTS**

_____, **200_ ELECTION**

(Date)

1. Total number of ballots received _____

Information on return envelope verified Yes _____ No _____
2. Less number ballots rejected in first verification
-insufficient information on return verification envelope _____
3. Less number ballots rejected in second verification
-ballot number does not match poll book _____
4. Equals total number ballots approved for final _____
1-2-3 = 4

Spoiled ____ Undeliverable ____ **Rejected Ballots:** Incomplete _____ **2nd Rejected:**
Signature _____ No Stub _____
Damaged _____ Unmatched _____

Total rejected ballots _____ **Total 2nd Rejected** _____

Hand count	_____	Judge's Int	_____
Electronic count	_____	Judge's Int	_____
Seal Number	_____	Judges Signature	_____

Seal Number	_____	Judge's Signature	_____
Date of reseal	_____		_____

EXHIBIT "F"

**CITY OF GRAND JUNCTION
DAILY RUNNING TOTAL**

_____, 200__ ELECTION

Received Date

Daily:

Number of Original Mailings	_____
Number of spoiled Ballots	_____
Number of ballots reissued / issued late	_____
Number of ballots received	_____
Number of ballots approved for final count	_____

Total:

1.	Number of Original Mailings	_____
2.	Number of ballots reissued / issued late	_____
3.	Number of ballots spoiled	_____
	Total ballots issued 1+2-3=	_____

Total of ballots received	_____
Total rejected ballots	_____
Total Spoiled:	_____
Total Undeliverable:	_____
Total of ballots approved for final count	_____

EXHIBIT "G"

CITY OF GRAND JUNCTION
FINAL DISPOSITION OF MAIL BALLOT ELECTION

_____, 200__ ELECTION

ISSUED: _____
REISSUED: _____

ACCEPTED: _____

REJECTED: _____

SPOILED _____

INCOMPLETE _____

DAMAGED _____

SIGNATURE _____

UNMATCHED _____

NO STUB _____

UNDELIVERABLE _____

RETURNED AFTER DEADLINE _____

NEVER RETURNED _____

EXHIBIT "H"

STATEMENT OF BALLOTS
MAIL BALLOT ELECTION
April 3, 2007

CITY OF GRAND JUNCTION, MESA COUNTY, COLORADO

DATE OF BALLOT RECEIPT _____

NUMBER OF BALLOTS RECEIVED _____

NUMBER OF BALLOTS IN THIS TRANSFER CASE _____

TRANSFER CASE FOR THIS DAY'S RECEIPTS _____ OF _____

SEAL # _____

JUDGES SIGNATURES

TEAMWORK COUNT

DRAFT of Secrecy Sleeve

Exhibit "I"

FIRST TIME VOTERS WHO REGISTER BY MAIL TO VOTE IN THE STATE OF COLORADO

If you registered to vote for the first time in the State of Colorado by mail, and you have not previously voted in the county, a copy of one of the following forms of identification may be required with your mail ballot or absentee ballot:

- A valid Colorado driver's license;
- A valid identification card issued by the department of revenue;
- A valid United States passport;
- A valid employee identification card with a photograph of the eligible elector issued by any branch, department, agency, or entity of the United States government or of this state, or by any county, municipality, board, authority, or other political subdivision of this state;
- A valid pilot's license issued by the federal aviation administration or other authorized agency of the United States;
- A valid United States military identification card with a photograph of the eligible elector;
- A copy of a current utility bill, bank statement, government check, paycheck, or other government document that shows the name and address of the elector;
- A valid Medicare or Medicaid card issued by the United States health care financing administration;
- A certified copy of a birth certificate for the elector issued in the United States; or
- Certified documentation of naturalization.

Any form of identification that shows the address of the eligible elector shall be considered identification only if the address is in the state of Colorado.

HOW DO I KNOW IF I AM A FIRST TIME VOTER WHO REGISTERED BY MAIL?

PLEASE CHECK FOR A RED "ID REQUIRED" STAMP BY YOUR NAME ON THE FLAP OF THE RETURN ENVELOPE TO SEE IF YOU ARE REQUIRED TO SEND A PHOTOCOPY OF YOUR ID.

If you are a FIRST TIME VOTER WHO REGISTERED BY MAIL TO VOTE IN THE STATE OF COLORADO (see above) for a list of acceptable forms of identification.

IMPORTANT: Place your ID photocopy and Secrecy Sleeve (containing your voted ballot) in the OFFICIAL RETURN ENVELOPE. **DO NOT PLACE YOUR ID PHOTOCOPY IN THE SECRECY SLEEVE WITH YOUR VOTED BALLOT.**

DESIGNATED DROP OFF SITE INFORMATION

On Election Day, all drop off sites are open 7:00 a.m. to 7:00 p.m.

- ♦ Mesa County Elections Office
Old Mesa County Courthouse
544 Rood Avenue, Grand Junction
Open weekdays 8:00 am to 5:00 pm
- ♦ City Clerk's Office
City Hall
250 N 5th St, Grand Junction
Open weekdays 7:30 am to 5:30 pm
- ♦ Mesa County Clerk's Office (Motor Vehicle Division)
Mesa Mall
2424 Hwy 6 & 50, #414, Grand Junction
Open weekdays 7:30 am to 4:30 pm
- ♦ Orchard Mesa County Clerk's Branch
Mesa County Fairgrounds
2775 Hwy 50, Grand Junction
Open weekdays 7:30 am to 4:30 pm

Secrecy Sleeve and Voter Instructions

CITY OF GRAND JUNCTION
REGULAR MUNICIPAL ELECTION
APRIL 3, 2007

DEADLINE FOR RETURNING VOTED BALLOTS

Ballots must be received by the Mesa County Clerk & Recorder's Office by 7:00 p.m. on Election Day in order for your votes to be counted. Ballots received after 7:00 p.m. on Election Day will not be counted. **Postmarks do not count as received.**

RETURN POSTAGE REQUIRED

You may return your voted ballot by mail or you may hand deliver your ballot to a Designated Drop Off Site (see reverse side for Designated Drop Off Site locations and schedules). If you choose to return your voted ballot by mail, you must affix (TBD) postage.

BALLOT PACKET CONTENTS

This is your Official Ballot Packet for the 2007 Regular Municipal Election. This packet contains the following items:

- Official Ballot
- Secrecy Sleeve and Voter Instructions
- Official Return Envelope

INSTRUCTIONS

1. To ensure that your vote(s) are counted correctly, it is important that you follow all the voting instructions shown on your ballot.
2. After you have marked all your voting choices and finished voting:
 - Refold your ballot exactly as you received it.
 - Place your voted ballot in this Secrecy Sleeve.
 - Place this Secrecy Sleeve (with voted ballot) into the Official Return Envelope. Be sure you place your Secrecy Sleeve (with voted ballot) into your Official Return Envelope and have not in error placed it in another family members' envelope.
 - Only one voter's ballot is permitted in your Official Return Envelope. If more than one ballot is placed in your Official Return Envelope, none of the ballots will be counted.
 - If you are a first time voter who registered to vote in the State of Colorado by mail, you must enclose a photocopy of your identification in the Official Return Envelope. Do not place your ID photocopy in the Secrecy Sleeve with your voted ballot. (See HOW DO I KNOW IF I AM A FIRST TIME VOTER WHO REGISTERED BY MAIL section on reverse side).
 - Sign and date the AFFIDAVIT OF VOTER located on the backside of the Official Return Envelope.
 - See reverse side for DESIGNATED DROP OFF SITE INFORMATION

By law, your signature is required on the AFFIDAVIT OF VOTER (located on the backside of the Official Return Envelope). If you do not sign the affidavit, your ballot will not be counted.

AFFIDAVIT OF VOTER

I state under penalty of perjury that I am an eligible elector, that I reside at the address indicated on my application for an absentee ballot, that I have not and will not cast any vote in this election except by the enclosed ballot, and that my ballot is enclosed in accord with the provisions of the "Uniform Election Code of 1992."

X George Washington
Voter's Signature - (Signature Required)

TODAY'S DATE July 4, 1776

* Witness
* In case of applicant's disability or inability to sign personally, his/her mark shall be witnessed by another.

Exhibit “J”

TO ALL FIRST TIME VOTERS WHO HAVE REGISTERED TO VOTE BY MAIL BUT WHO HAVE NOT SUBMITTED THE REQUIRED PROOF OF IDENTIFICATION:

SPECIAL INSTRUCTIONS:

Below you will find the legal requirements for first time voters who register by mail. If you have not previously voted in an election in your county and you registered to vote by mail and did not submit the required proof of identification, you must submit a copy of one of the acceptable forms of identification (specified below) in the enclosed Return Envelope.

The approved forms of identification must show your address as being in the state of Colorado. Do not include original documents with this envelope.

ENCLOSE A COPY OF YOUR IDENTIFICATION, IN THE RETURN ENVELOPE, NOT IN THE SECRECY SLEEVE OR SECRECY ENVELOPE.

First Time Voters Who Register By Mail

If you registered to vote for the first time in your county by mail, and you have not previously voted in the county, a copy of one of the following forms of identification is required with your mail ballot or absentee ballot if you did not provide the information with your registration application:

- A valid Colorado driver’s license; or
- A valid Colorado Department of Revenue identification card; or
- A valid U.S. passport; or
- A valid employee identification card with a photograph of the eligible elector issued by any branch, department, agency, or entity of the United States government or of this state, or by any county, municipality, board, authority, or other political subdivision of this state; or
- A valid pilot’s license issued by the federal aviation administration or other authorized agency of the United States; or
- A valid U.S. Military Identification card with photograph; or
- A copy of a current utility bill, bank statement, government check, paycheck, or other governmental document that shows the name and address of the elector (a cable bill), a telephone bill, documentation from a public institution of higher education in Colorado containing at least the name, date of birth, and residence address of the student elector, or a paycheck from a government institution or a private company are sufficient forms of ID; or
- A valid Medicare or Medicaid card; or
- A certified copy of a U.S birth certificate, or Certified documentation of naturalization.

IF YOU DID NOT SUBMIT PROOF OF IDENTIFICATION WITH YOUR MAIL-IN REGISTRATION FORM, YOU WILL BE REQUIRED TO PROVIDE PROOF OF IDENTIFICATION USING THE TYPES OF IDENTIFICATION DESCRIBED ABOVE WITH YOUR VOTED MAIL OR ABSENTEE BALLOT.