

# VOTE-BY-MAIL CHECKLIST



## Sign the Voter's Certificate



Sign your name on the Voter's Certificate on the pre-printed return envelope.

Check that **your pre-printed name** appears on the back of the return envelope.



## Voluntarily Provide Contact Information



Below the voter's signature line is space to provide your email address or phone number. Voluntarily providing this information makes contacting you easier if there is a question about your vote-by-mail ballot signature.



## Apply Proper Postage



If returning your ballot by mail, place **two** Forever Stamps or \$1.01 postage on the return envelope.



## Return Your Ballot in One of Two Ways



1. **Mail your ballot early** to avoid postal delays so it arrives by 7 p.m. on election day, or
2. Drop off your ballot at any elections office by 7 p.m. on election day to be counted (see page 2 for early voting drop off options)



## Track Your Ballot



Track your ballot or sign up to receive ballot status notifications at our [Vote-by-Mail](#) page.

# RETURNING YOUR VOTE-BY-MAIL BALLOT



## Returning Your Vote-by-Mail Ballot By Mail

- Two Forever Stamps or \$1.01 postage
- If returning by mail, the U.S. Postal Service suggests mailing your vote-by-mail ballot **no later than Tues., Oct. 29** (one week prior to election day)
- Vote-by-mail ballots must be received by 7 p.m. election day (Tues., Nov. 5) to be counted

## Returning Your Vote-by-Mail Ballot In Person



**Drop off your ballot at a secure ballot intake station inside any Sarasota County elections office:**

- Sept. 20 - Nov. 5
- Regular business hours: 8:30 a.m. - 5 p.m., Mon. - Fri.
- Weekends during early voting: 8:30 a.m. - 6:30 p.m., Oct. 26-27 and Nov. 2-3
- Election day: 7 a.m. - 7 p.m., Tues., Nov. 5

You may also drop off your ballot at a secure ballot intake station inside any early voting location:

- Oct. 21 - Nov. 3, 8:30 a.m. - 6:30 p.m. daily

### **Sarasota elections office**

2001 Adams Lane  
Sarasota, 34237

### **Colonial Oaks Park**

5300 Colonial Oaks Blvd  
Sarasota, 34232

### **Venice elections office**

4000 S. Tamiami Trail, Rm 114  
Venice, 34293

### **Gulf Gate Library**

7112 Curtiss Ave  
Sarasota, 34231

### **North Port elections office**

13640 Tamiami Trail  
North Port, 34287

### **Osprey Library**

337 N Tamiami Trail  
Osprey, 34229

### **North Sarasota Library**

2801 Newtown Blvd  
Sarasota, 34234

### **Venice Library**

300 Nokomis Ave S  
Venice, 34285

### **Fruitville Library**

100 Apex Rd  
Sarasota, 34240

### **Shannon Staub Library**

4675 Career Lane  
North Port, 34289