

# Absentee Ballot Procedure

1. Make a list of your 10 Best friends, relatives, neighbors, co-workers who live in your *district*.
2. Go to the Wis. Elections Commission website and click on the “My Vote” tab.
3. Plug in the names and birth dates from your list. This will give you their complete voting history. If they don’t vote in special elections or spring elections, this is the type of person that you are interested in.
4. Again, from the Wis. Elections Comm. Website, click on form EL-121 which is the “Absentee Ballot Request form” and use the “fillable PDF” to plug in the names from your list.
5. Print out the application and get your friend to sign it. Make a copy for your records.
6. Mail the completed application to the Clerk’s office.
7. When the “Absentee Ballots” are put in the mail by the clerk, make sure that you follow up with the people on your list and make sure that ballot is filled out correctly.
8. You **MUST** witness the envelope that the ballot goes into.
9. Make sure to include a copy of a picture ID such as a Drivers License. You can take a picture of their Driver License or other picture ID with your cell phone.
10. Put a stamp on the ballot and make sure that it gets dropped in the mail.  
Note: The envelope **MUST** be put into the mail and not delivered to to city hall.
11. Keep track of how many ballots you have using this process so you know how many ballots you have before the elections is held.
12. Again, this process is based on personal relationships you have with friends, co-workers and yes. even relatives.

1. Name \_\_\_\_\_ DOB \_\_\_\_\_

2. Name \_\_\_\_\_ DOB \_\_\_\_\_

3. Name \_\_\_\_\_ DOB \_\_\_\_\_

4. Name \_\_\_\_\_ DOB \_\_\_\_\_

5. Name \_\_\_\_\_ DOB \_\_\_\_\_

6. Name \_\_\_\_\_ DOB \_\_\_\_\_

7. Name \_\_\_\_\_ DOB \_\_\_\_\_

8. Name \_\_\_\_\_ DOB \_\_\_\_\_

9. Name \_\_\_\_\_ DOB \_\_\_\_\_

10. Name \_\_\_\_\_ DOB \_\_\_\_\_