

# MINNESOTA

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

## FEDERAL POST CARD APPLICATION

SAMPLE FORM

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)			
APPLICATION FOR STATE OF _____ COUNTY OF _____ CITY OR TOWNSHIP OF _____ §		I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.	
<b>1. APPLICANT INFORMATION</b> (See instruction 1.)		<b>6. POLITICAL PARTY AFFILIATION</b> (This information is required by most states to send you a ballot for primary elections. See instructions.)	
a. TYPED OR PRINTED NAME (Last, First, Middle Initial) _____ b. SEX _____ c. RACE _____		<b>7. REMARKS</b> (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See instructions.)	
d. DATE OF BIRTH _____ e. SOCIAL SECURITY NUMBER _____ f. OTHER IDENTIFICATION NO. (passport, ID card) _____ <b>A</b>			
<b>2. I LAST VOTED or PLACE OF LAST REGISTRATION</b> (Do not leave this section blank. See instructions.)			
a. YEAR _____ b. COUNTY, CITY, OR TOWNSHIP _____ c. STATE _____ d. VOTER REGISTRATION NO. (if known) _____ <b>B</b>			
<b>3. VOTING RESIDENCE</b> (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)		<b>8. AFFIRMATION BY APPLICANT</b> <b>E</b>	
a. LAST DAY OF RESIDENCY _____		X only one: a, b, c or d I swear/affirm, under penalty of perjury, that I am: (See instructions)	
b. NUMBER AND STREET (do not use Post Office Box) _____		a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent.	
c. CITY, TOWN OR VILLAGE _____ d. STATE _____ <b>C</b>		b. a U.S. citizen temporarily residing outside the U.S.	
e. COUNTY OR PARISH _____ f. ZIP CODE (9-digit, if known) _____		c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent.	
<b>4. MAIL ABSENTEE BALLOT TO:</b> (Mailing address where you want the ballot to be sent.)		d. other U.S. citizen residing outside the U.S.	
_____ <b>D</b>		e. I am a U.S. Citizen, eligible to vote in the above jurisdiction, and subscribe to any required state/local oath or statement.	
_____		f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated.	
_____		g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S.	
_____		h. The information on this form is true and complete.	
<b>5. YOUR FAX NUMBER</b> (If this application is faxed, include all international prefixes. See Instructions.)		i. SIGNATURE OF APPLICANT _____ <b>F</b>	
_____		j. DATE _____	
_____		M M D D Y Y	
<b>9. WITNESS/NOTARY ADDRESS AND SIGNATURE</b> (If required by state law) _____ <b>G</b>		DATE SIGNED _____	
_____		M M D D Y Y	

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

### Application Instructions

*Circled letters on the form above correspond to the instructions below. You must complete all shaded areas.*

- A** You must provide your military ID number or passport number. If you cannot provide one of these numbers, then Item 8 must be signed before an authorized official and Item 9 must be completed by that official. The authorized official may be a notary, another individual authorized to administer oaths, or a commissioned or noncommissioned officer (not below the rank of sergeant or its equivalent) of the military.
- B** Do not leave blank. Enter "N/A" if not applicable or if you are a first time voter.
- C** Provide the complete street address of your Minnesota voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location in Item 7. For example: "on Highway \_\_\_\_\_, 2 miles past Highway \_\_\_\_\_, across the street from the \_\_\_\_\_ gas station." This address must be different from the one provided in Item 4 and must be within the county or township where you claim legal voting residence.

- D** Print the complete address where you want your ballot sent - usually your current mailing address.
- E** Check ONE box.
- F** You must sign the FPCA. When signing, you are swearing or affirming that the information is true and correct. Only your parent, spouse, sister, brother, or child over 18 years of age may sign on your behalf and that person must state how they are related to you.
- G** Item 9 needs to be completed only if you are unable to provide a military ID or a passport number in item 1f. The authorized official may be a notary, another individual authorized to administer oaths, or a commissioned or noncommissioned officer (not below the rank of sergeant or its equivalent) of the military. The official is certifying that the voter (or other authorized family member) has attested to the truthfulness of the content of the application under oath.

## I. UNIFORMED SERVICES

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Minnesota and members of the Uniformed Services and their family members. Uniformed Services are defined as the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration.

### B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2).

You are not required to register.

**To request an absentee ballot**, send a completed FPCA to the county auditor any time before the election. An absentee ballot application may be submitted by the voter or by the voter's parent, spouse, sister, brother, or child over the age of 18 years.

### C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must arrive by the close of polls on election day.

Local election officials mail absentee ballots approximately 30 days before the election.

If you are outside the U.S. and have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 12.

### D. Notary/Witness Requirements

**FPCA and Ballot Return Envelope:** If you do not provide a military identification card number or passport number, your FPCA and the certificate on the ballot return envelope must be sworn to before a notary, another individual authorized to administer oaths, or a commissioned or noncommissioned officer (not below the rank of sergeant or its equivalent) of the military.

### E. Electronic Transmission of FPCAs and Ballots

- Minnesota allows you to send the FPCA for absentee ballot request by fax. After faxing, submit the FPCA by mail.
- Minnesota does not allow you to receive the blank ballot by fax.

- Minnesota does not allow you to return the voted ballot by fax.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. **Use the following numbers:**

DSN 223-5527  
(703) 693-5527  
1-800-368-8683

Additional international toll-free fax numbers are listed on the inside back cover.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

## II. CIVILIANS OUTSIDE U.S.

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Minnesota and overseas citizens. The term "overseas citizen" means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in Minnesota.

- Minnesota residents temporarily residing outside the U.S. (for local, state and Federal office ballots)
- overseas citizens (for Federal office ballots only)

### B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2).

You are not required to register.

**To request an absentee ballot**, send a completed FPCA to the county auditor any time before the election. An absentee ballot application may be submitted by the voter or by the voter's parent, spouse, sister, brother, or child over the age of 18 years.

### C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must arrive by the close of polls on election day.

Local election officials mail absentee ballots approximately 30 days before the election.

***Notify Your Local Election Official About Your Current Mailing Address***

If you have not received your state ballot in a timely manner, use the Federal Write-In Absentee Ballot. See instructions in Chapter 2, page 12.

## D. Notary/Witness Requirements

**FPCA and Ballot Return Envelope:** If you do not provide a passport number, your FPCA and the certificate on the ballot return envelope must be sworn to before a notary, another individual authorized to administer oaths, or a commissioned or noncommissioned officer (not below the rank of sergeant or its equivalent) of the military.

## E. Electronic Transmission of FPCAs and Ballots

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## III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

### A. Bars to Registration and Voting

Convicted felons whose civil rights have not been restored, persons under court-ordered guardianship of the person without voting rights, or those declared legally incompetent may not vote.

### B. Action Upon Denial of Registration or Absentee Ballot Request

Upon denial of your voter registration application or absentee ballot request, Minnesota shall provide you with the reason(s) for the rejection.

## C. Where To Send It

Mail the FPCA to the **County Auditor** at the county of voting residence as listed below:

County	County Seat	Zip Code
Aitkin	Aitkin	56431-1292
Anoka	Anoka	55303-2465
Becker	Detroit Lakes	56501-3403
Beltrami	Bemidji	56601-3054
Benton	Foley	56329-0129
Big Stone	Ortonville	56278-1544
Blue Earth	Mankato	56002-3524
Brown	New Ulm	56073-0248
Carlton	Carlton	55718-0010
Carver	Chaska	55318-2184
Cass	Walker	56484-3000
Chippewa	Montevideo	56265-1652
Chisago	Center City	55012-9663
Clay	Moorhead	56560-0280
Clearwater	Bagley	56621-8310
Cook	Grand Marais	56604-1150
Cottonwood	Windom	56101-1645
Crow Wing	Brainerd	56401-3590
Dakota	Hastings	55033-2380
Dodge	Mantorville	55955-2200
Douglas	Alexandria	56308-1793
Faribault	Blue Earth	56013-0130
Fillmore	Preston	55965-1105
Freeborn	Albert Lea	56007-1147
Goodhue	Red Wing	55066-0408
Grant	Elbow Lake	56531-4300
Hennepin	Minneapolis	55487-0068
Houston	Caledonia	55921-1330
Hubbard	Park Rapids	56470-1483
Isanti	Cambridge	55008-9386
Itasca	Grand Rapids	55744-2600
Jackson	Jackson	56143-1529
Kanabec	Mora	55051-1386
Kandiyohi	Willmar	56201-0936
Kittson	Hallock	56728-0848
Koochiching	International Falls	56649-2486
Lac Qui Parle	Madison	56256-1296
Lake	Two Harbors	55616-1565
Lake of the Woods	Baudette	56623-0808
Le Sueur	Le Center	56057-1644
Lincoln	Ivanhoe	56142-1600
Lyon	Marshall	56258-3099
McLeod	Glencoe	55336-2200
Mahnomen	Mahnomen	56557-0379
Marshall	Warren	56762-1697
Martin	Fairmont	56031-1852
Meeker	Litchfield	55355-2189
Mille Lacs	Milaca	56353-1396
Morrison	Little Falls	56345-3199
Mower	Austin	55912-3475
Murray	Slayton	56172-0057
Nicollet	Saint Peter	56082-0089
Nobles	Worthington	56187-0757
Norman	Ada	56510-0266
Olmsted	Rochester	55904-3709
Otter Tail	Fergus Falls	56537-2587
Pennington	Thief River Falls	56701-0616
Pine	Pine City	55063-1694
Pipestone	Pipestone	56164-0455
Polk	Crookston	56716-1452
Pope	Glenwood	56334-1628
Ramsey	Saint Paul	55102-1697
Red Lake	Red Lake Falls	56750-0367
Redwood	Redwood Falls	56283-0130
Renville	Olivia	56277-1396
Rice	Fairbault	55021-5146
Rock	Luverne	56156-0100

<b>County</b>	<b>County Seat</b>	<b>Zip Code</b>
Roseau	Roseau	56751-1477
St. Louis	Duluth	55802-1379
Scott	Shakopee	55379-1379
Sherburne	Elk River	55330-4601
Sibley	Gaylord	55334-0171
Stearns	Saint Cloud	56303-4781
Steele	Owatonna	55060-0890
Stevens	Morris	56267-0530
Swift	Benson	56215-0288
Todd	Long Prairie	56347-1390
Traverse	Wheaton	56296-0428
Wabasha	Wabasha	55981-1594
Wadena	Wadena	56482-1595
Waseca	Waseca	56093-2993
Washington	Stillwater	55082-0006
Watonwan	Saint James	56081-0518
Wilkin	Breckenridge	56520-0409
Winona	Winona	55987-3102
Wright	Buffalo	55313-1195
Yellow Medicine	Granite Falls	56241-1367

***Put Down Your Remote And Pick Up A Ballot!***

by TSgt Jimmy S. Clark, Jr., USAF, Langley AFB, Virginia