

# OHIO

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	
d. DATE OF BIRTH		e. SOCIAL SECURITY NUMBER	
f. OTHER IDENTIFICATION NO. (passport, ID card)		<b>7. REMARKS</b> (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See instructions.)	
<b>2. I LAST VOTED or PLACE OF LAST REGISTRATION</b> (Do not leave this section blank. See instructions.)		<b>8. AFFIRMATION BY APPLICANT</b>	
a. YEAR b. COUNTY, CITY, OR TOWNSHIP		c. STATE d. VOTER REGISTRATION NO. (if known)	
<b>3. VOTING RESIDENCE</b> (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)		a. LAST DAY OF RESIDENCY	
b. NUMBER AND STREET (do not use Post Office Box)		M M D D Y Y	
c. CITY, TOWN OR VILLAGE		d. STATE	
e. COUNTY OR PARISH		f. ZIP CODE (9-digit, if known)	
<b>4. MAIL ABSENTEE BALLOT TO:</b> (Mailing address where you want the ballot to be sent.)		X only one: a, b, c or d	
		I swear/affirm, under penalty of perjury, that I am: (See instructions)	
		a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent.	
		b. a U.S. citizen temporarily residing outside the U.S.	
		c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent.	
		d. other U.S. citizen residing outside the U.S.	
<b>5. YOUR FAX NUMBER</b> (If this application is faxed, include all international prefixes. See Instructions.)		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.	
		i. SIGNATURE OF APPLICANT	
		j. DATE	
		M M D D Y Y	
		DATE SIGNED	
		M M D D Y Y	
		<b>9. WITNESS/NOTARY ADDRESS AND SIGNATURE</b> (If required by state law)	

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** The last four digits of your Social Security number or your Ohio Driver's License number is required for voter registration. If you do not possess either of these identifications, the State shall assign a number that will serve to identify you for voter registration purposes.
- 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 Ohio 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 where you claim legal voting residence.
- D** Print the complete address where you want your ballot sent - usually your current mailing address. It must be different from the address you provided in Item 3.
- E** If you do not list a party affiliation, you cannot vote in partisan primary elections. You must indicate your political party affiliation when applying for a partisan primary ballot (Example: Democrat, Republican) or "issues only" if you

want to vote questions and issues and not candidates in Item 6 of the FPCA. Political party affiliation is not required if requesting absentee ballots for non-partisan primary and general elections. If you voted in a primary election within the last two calendar years and you now want to change your political party choice or you have previously declined to indicate a political party and you now want to vote in a primary election, you must submit a completed FPCA which includes your political party affiliation to the local election official. If you are changing political party affiliation, you will receive, in addition to your absentee ballot, a state affidavit form which must be completed and returned with your voted ballot.

- F** Fill in the length of time you resided in Ohio immediately before leaving Ohio or leaving to be near a service member. ("I was an Ohio resident for \_\_\_\_\_.")
- G** Check ONE box.
- H** You must sign and date the FPCA. When signing, you are swearing or affirming that the information is true and correct.

## I. UNIFORMED SERVICES

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Ohio and members of the Uniformed Services and their spouses and dependents residing outside Ohio to be with or near such service 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

If you are an absent uniformed services voter, or an overseas voter, submitting an FPCA for both voter registration and absentee ballot application under the UOCAVA, you may request that your FPCA be considered an application for an absentee ballot for each subsequent election for Federal office held in Ohio for which you are eligible to vote, through the next two regularly scheduled elections for Federal office.

Registration is waived only for members of the U.S. Armed Forces and their spouses and dependents residing outside Ohio to be with or near such service members.

To register and request an absentee ballot, send a completed FPCA to the county board of elections so that it arrives not later than 30 days before the election.

If you are already registered or if you are not required to register, and only wish to request an absentee ballot, send a completed FPCA to the county board of elections so that it arrives not later than noon on the third day before the election.

### C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must arrive **not later than the close of polls on election day.**

Exception: If you are voting from outside the U.S., your ballot will be counted if it arrives **not later than 10 days after the election**, as long as it is signed not later than the close of polls on election day.

Local election officials begin mailing absentee ballots not later than 35 days before an election or 25 days before a presidential primary 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 instruction in Chapter 2, page 12.

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

### D. Notary/Witness Requirements

No registration or voting materials are notarized or witnessed.

### E. Electronic Transmission of FPCAs and Ballots

- Ohio allows you to send the FPCA for ballot request by fax. After faxing, submit the original FPCA by mail. Ohio does not allow you to send the FPCA for registration by fax.
- Ohio allows you to receive the blank ballot by fax.
- Ohio does not allow you to return the voted ballot by fax.

Please refer to appendix C for specific instructions when transmitting election materials electronically. **You may fax directly to the appropriate county board of elections or 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.

### F. Application for Ballot by Proxy

If you are a member of the Armed Forces, or the spouse or dependent of a member of the Armed Forces, your father, mother, father-in-law, mother-in-law, grandfather, grandmother, brother, sister, son, daughter, stepparent, stepchild, uncle, aunt, nephew or niece may request an absentee ballot for you, using either a special form provided by the county board or an FPCA.

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 Ohio 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 Ohio.

- residents of Ohio 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

If you are an absent uniformed services voter, or an overseas voter, submitting an FPCA for both voter registration and absentee ballot application under the UOCAVA, you may request that your FPCA be considered an application for an absentee ballot for each subsequent election for Federal office held in Ohio for which you are eligible to vote, through the next two regularly scheduled elections for Federal office.

To register and request an absentee ballot, send a completed FPCA to the county board of elections so that it arrives not later than 30 days before the election.

To request an absentee ballot if you are already registered, send a completed FPCA to the county board of elections so that it arrives not later than three days before the election.

## C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must be signed, mailed and postmarked not later than the close of the polls on election day. It will be counted if it is received not later than 10 days after the election.

Local election officials begin mailing absentee ballots not later than 35 days before an election or 25 days before a presidential primary election.

If you have not receive 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

No registration or voting materials are notarized or witnessed.

## E. Electronic Transmission of FPCAs and Ballots

Ohio does not allow electronic transmission of the FPCA, the blank absentee ballot or the voted absentee ballot.

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

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

## A. Bars to Registration and Voting

Persons adjudicated incompetent for voting purposes or currently incarcerated for a felony may not register or vote.

## B. Cancellation of Registration

Registration is canceled for failure of the registered voter, after he/she has been mailed a confirmation notice, to do

either: 1) respond to such a notice or engage in voter activity at least once during a period of four consecutive years, which period shall include two general elections for Federal office, or 2) update his/her registration or engage in voter activity at least once during a period of four consecutive years, which period shall include two general elections for Federal office.

## C. Action on Registration Requests

Notice of acceptance or denial is sent.

## D. Action If Registration Is Denied

Upon denial of your voter registration application or absentee ballot request, Ohio shall provide you with the reason(s) for the rejection. If registration is denied, submit a request for reconsideration to the director of the board of elections. If a second request is denied, consult a legal assistance officer or civilian counsel.

## E. Late Registration

Discharged military personnel and spouses who return to Ohio after the closing date of registration are permitted to vote prior to election day in the office of their county board of elections.

## F. Where To Send It

Mail the FPCA to the **Director, County Board of Elections** of the county of voting residence as listed below:

County	County Seat	Zip Code
Adams	215 N. Cross Street, Room 103 West Union	45693-1389
Allen	204 N. Main Street Lima	45801-4433
Ashland	110 Cottage Street Ashland	44805-2183
Ashtabula	8 W. Walnut Street Jefferson	44047-1097
Athens	15 S. Court Street, Room 130 Athens	45701-2836
Auglaize	12 W. Main Street Wapakoneta	45895-0158
Belmont	Bank One Building, 3rd Floor PO Box 127 Bellaire	43906-1547
Brown	800 Mt. Orab Pike Georgetown	45121-1283
Butler	315 Hight Street, 10th Floor Hamilton	45011-6016
Carroll	Court House Carrollton	44615-1489
Champaign	1512 S. U.S. Highway 68, Suite 100 Urbana	43078-9288
Clark	25 W. Pleasant Street, PO Box 1766 Springfield	45501-1766
Clermont	76 S. Riverside Drive Batavia	45103-2961
Clinton	46 S. South Street, 1st Floor Wilmington	45177-2214
Columbiana	41 N. Park Avenue Lisbon	44432-1258
Coshocton	724 S. Seventh Street, Room. 100 Coshocton	43812-2397
Crawford	130 N. Walnut Street Bucyrus	44820-2383
Cuyahoga	2925 Euclid Avenue Cleveland	44115-2497

County	County Seat	Zip Code
Darke	300 Garst Avenue Greenville	45331-1409
Defiance	197-A Island Park Avenue Defiance	43512-2255
Delaware	91 N. Sandusky Street Delaware	43015-1777
Erie	2900 Columbus Avenue, Room 101 Sandusky	44870-5553
Fairfield	224 E. Main Street, Room 101 Lancaster	43130-3875
Fayette	321 S. Fayette Street Washington Court House	43160-2235
Franklin	410 S. High Street Columbus	43215-4572
Fulton	525 N. Shoop Avenue Wauseon	43567-1235
Gallia	18 Locust St., Room 1266, 2nd Floor Gallipolis	45631-1292
Geauga	215 Main Street Chardon	44024-12143
Greene	651 Dayton-Xenia Road Xenia	45385-2605
Guernsey	224 Dewey Avenue Cambridge	43725-2657
Hamilton	824 Broadway Cincinnati	45202-1345
Hancock	351 S. West Street Findlay	45840-3279
Hardin	1 Court House Square, Suite 170 Kenton	43326-2387
Harrison	Court House, 100 W. Market Street Cadiz	43907-1197
Henry	660 N. Perry Street Napoleon	43545-1796
Highland	119 Governor Foraker Place Hillsboro	45133-1089
Hocking	1 E. Main Street, PO Box 109 Logan	43138-1207
Holmes	75 E. Clinton Street, Suite 108 Millersburg	44654-1269
Huron	180 Milan Avenue Norwalk	44857-1168
Jackson	226 Main Street, Suite. 2 Court House Jackson	45640-1769
Jefferson	177 N. 3rd Street Steubenville	43952-4499
Knox	117 E. Hight Street, Room 210, Mount Vernon	43050-3306
Lake	105 Main Street, PO Box 490 Painesville	44077-0490
Lawrence	111 S. 4th Street, Veterans Square Ironton	45638-1521
Licking	20 S. 2nd Street Newark	43055-5663
Logan	101 S. Main Street, Court House Room 4 Bellefontaine	43311-2075
Lorain	115 Cedar Street Elyria	44035-5681
Lucas	One Government Center, Suite 300 Toledo	43604-2250
Madison	117 W. High Street, Suite 102 London	43140-1095
Mahoning	2801 Market Street Youngstown	44507-1695
Marion	100 Court House Square Marion	43302-3089
Medina	144 N. Boradway Street Medina	44256-1902
Meigs	112 Mulberry Avenue, PO BOX 688 Pomeroy	45769-0688

County	County Seat	Zip Code
Mercer	Court House, Room 107 Celina	45822-1790
Miami	215 W. Main Street Troy	45373-3263
Monroe	101 N. Main Street, Room 15 Woodsfield	43793-1001
Montgomery	14 W. 4th St., PO Box 8705 Dayton	45481-8705
Morgan	37 E. Main Street McConnelsville	43756-1166
Morrow	48 E. High Street Mount Gilead	43338-1458
Muskingum	205 N. Seventh Street Zanesville	43701-3709
Noble	190 Court House Caldwell	43724-1243
Ottawa	8444 W. State Route 163, Suite 101 Oak Harbor	43449
Paulding	105 E. Perry Street Paulding	45879-1412
Perry	121 W. Brown Street, PO Box 187 New Lexington	43764-1241
Pickaway	141 W. Main Street, Suite 800 Circleville	43113-1601
Pike	105 E. 3rd Street Waverly	45690-1402
Portage	449 S. Meridian Street Ravenna	44266-2963
Preble	101 E. Main Street Eaton	45320-1758
Putnam	245 E. Main Street, Suite 102 Ottawa	45875-1957
Richland	77 N. Mulberry Street Mansfield	44907-1224
Ross	475 Western Avenue, Suite D PO Box 1663, Chillicothe	45601-3207
Sandusky	2020 Countryside Drive Fremont	43420-9574
Scioto	602 Seventh Street, Room 105 Court House, Portsmouth	45662-3927
Seneca	71 S. Washington Street, Suite A PO Box 667, Tiffin	44883-2302
Shelby	Annex Building, 129 E. Court Street Sidney	45365-3060
Stark	201 3rd Street, NE Canton	44702-1296
Summit	470 Grant Street Akron	44311-1157
Trumbull	2947 Youngstown Road, SE, Warren	44484-5294
Tuscarawas	Courthouse, Public Square, PO Box 69 New Philadelphia	44663-2599
Union	221 S. Plum Street Marysville	43040-1621
Van Wert	120 E. Main Street Van Wert	45891-1425
Vinton	112 N. Market Street McArthur	45651-1298
Warren	406 Justice Drive, Room 323 Lebanon	45036-2314
Washington	205 Putnam Street Marietta	45750-3014
Wayne	428 W. Liberty Street Wooster	44691-5000
Williams	228 S. Main Street Bryan	43506-1751
Wood	1 Courthouse Square, Bowling Green	43402-2427
Wyandot	109 South Sandusky Avenue, Upper Sandusky	43351-1423

***We're Counting On Your VOTE!***

by LT Christopher S. Lake, USN, Europe