

### **FIRST TIME VOTERS WHO REGISTER**

**BY MAIL:** If you register by mail and you are a first-time voter in the state, you are required to provide additional identification. To assure that you will not have problems when you go to vote, you should provide a copy of the required identifications at the time you mail your voter registration form. If you are voting a vote-by-mail ballot, you must provide the proper I.D. prior to 7 p.m. on Election Day. You may provide a copy of a photo identification as outlined in Approved IDs or you may provide a copy of a current and valid utility bill, bank statement, government paycheck, or other government document containing your name and current residence address. Do not send original ID documents.

### **REGISTRATION IS A PUBLIC**

**RECORD:** In Florida, voter registration records are open to the public. Only the Social Security number, Florida Driver's License or Personal ID (issued by the state) number, along with the signature are exempt from public record. Anyone is entitled to a list of registered voters, and their voter history.

**INACTIVE VOTERS:** Voters on the inactive list can be reinstated by updating their voter registration, appearing to vote, or requesting a vote-by-mail ballot, providing their status has not changed. However, after two general federal elections, voters who show no activity will be removed from the registration records and must register again in order to vote.

### **VOTER RESPONSIBILITIES:** Each

registered voter in this state should:

1. Familiarize himself/herself with the candidates and issues.
2. Maintain a current address with the Supervisor of Elections.
3. Know the location of his/her polling place and its hours of operation.
4. Bring proper identification to the polling place.
5. Familiarize himself/herself with the operation of the voting equipment in his/her own precinct.
6. Treat precinct workers with courtesy.
7. Respect the privacy of other voters.
8. Report any problems/violations of election laws to the Supervisor of Elections.
9. Ask questions, if needed.
10. Make sure that his/her completed ballot is correct before leaving the polling station.

***NOTE: Failure to perform any of these responsibilities does not prohibit a voter from voting.***

**VOTER'S BILL OF RIGHTS:** Each registered voter in this state has the right to:

1. Vote and have his/her vote accurately counted.
2. Cast a vote if he/she is in line at the official closing of the polls in that county.
3. Ask for and receive assistance in voting.
4. Receive up to 2 replacement ballots if he/she makes a mistake before being cast.
5. An explanation if his or her registration/identity is in question.
6. If his/her registration/identity is in question, cast a provisional ballot.
7. Written instructions to use when voting, and upon request, oral instructions on voting from the election officers.
8. Vote free from coercion or intimidation by the election officers or any other person.
9. Vote on a voting system that is in working condition and that will allow votes to be accurately cast.

### **2017 ELECTION DATES**

Special Election                      March 28, 2017  
Books Close                              February 27, 2017

***NOTE: Registration books close 29 days prior to each election. If you submit a properly completed application form during this period, you will be registered to vote in future elections.***

**THREE WAYS TO VOTE:** Early Voting, Vote-by-mail and Voting in your Precinct. A Special Election may not offer the option of Early Voting.

**WHO CAN REGISTER:** Must be a United States citizen; is at least 18 yrs. of age; a legal resident of Florida; is a legal resident of the county in which that person seeks to be registered; registers pursuant to the Florida Election Code.

**WHO ARE NOT ENTITLED TO VOTE:** A person who has been adjudicated mentally incapacitated with respect to voting in this or any other state and who has not had his or her right to vote restored; A person who has been convicted of any felony by any court of record and who has not had their right to vote restored pursuant to law; a person who is not registered may not vote.

# Santa Rosa County Voter's Guide

## 2017



***Supervisor of Elections***

***Tappie A. Villane***

***6495 Caroline St., Suite F  
Milton, FL 32570***

***Phone: 850-983-1900***

***Fax: 850-983-1829***

***Website:***

***<http://votesantarosa.com>***

***E-Mail:***

***[villane@santarosa.fl.gov](mailto:villane@santarosa.fl.gov)***

**HOW TO REGISTER:** Use a Florida Voter Registration Application Form completing all the required blocks per instructions. The forms are available at government offices, public assistance offices, libraries, Department of Motor Vehicles or a printable version can be obtained through our website at:

[www.votesantarosa.com](http://www.votesantarosa.com)

**REGISTER BY MAIL:** The registration form can be mailed to or dropped off at the Supervisor of Elections Office. If you are registering for the first time in Florida and are mailing your registration form, you must submit a copy of a valid and current I.D. Unless one of the following exemptions applies:

1. You are 65 years or older.
2. Have a permanent or temporary disability.
3. Active duty military or Merchant Marine and absent from the county on Election Day or a spouse, or a dependent of a member of the armed services away from the county on Election Day.
4. A person currently residing outside the United States, but eligible to vote in Florida.

**CHANGES IN YOUR REGISTRATION:**

It is the responsibility of the voter to keep his or her address current with the Supervisor of Elections office. Be sure to notify the Supervisor of Elections office if you have a name change, an address change, a change in your party affiliation, or a signature update. If you move to another state, you must re-register there.

**CLOSED PRIMARY, WHAT?** Florida is a closed primary state. In the Primary Election you will vote only for the candidates whose party affiliation is the same as yours and for non-partisan races, unless a partisan race will be decided in a Universal Primary Contest, in which case everyone will vote in that race.

**POLLING PLACES** open at 7:00 a.m. and remain open until all voters, who are in line to vote at 7:00 p.m., have voted.

**PHOTO and SIGNATURE I. D.** are required to be presented before voting. **If you do not present picture and signature identification, you will be required to vote a provisional ballot.**

**APPROVED IDENTIFICATIONS:**

- Florida Driver's License
- Florida I.D. issued from the DMV
- U. S. Passport
- Military I. D.
- Student I.D.
- Retirement Center I. D.
- Public Assistance I.D.
- Neighborhood Association I.D.
- Debit or Credit Card
- Veteran health I.D. card issued by the United States Department of Veteran Affairs
- A license to carry a concealed weapon or firearm issued pursuant to s. 790.06
- Employee I.D. card issued by any branch, department, agency, or entity of the Federal Government, the state, a county, or a municipality

**WHERE TO VOTE:** Your precinct number and polling location are listed on your voter information card. You will not be permitted to vote in a precinct in which you do not live. If you have questions regarding your polling location, please call the Supervisor of Elections Office.

**HOW TO REQUEST A VOTE-BY-MAIL BALLOT:**

Any registered/qualified voter may vote-by-mail. A ballot may be requested for a specific election or for all elections up to two (2) general elections. The request can be made in person, by mail, by phone, by fax or by e-mail. ONLY a voter or a designated member of his/her immediate family or legal guardian can request a vote-by-mail ballot for the voter. Immediate family means the voter's parent, child, grandparent, or sibling of the voter or of the voter's spouse.

A request for a vote-by-mail ballot must include the name of the voter, the voter's address, the voter's date of birth and the voter's signature (if written request). If the voter has designated an immediate family member to request the ballot for him/ her, the designee must also provide his/her own name, address, relationship to the voter, and signature (written requests only).

Vote-by-mail ballots must be received in the Supervisor of Elections office no later than 7:00 p.m. on Election Day.





A designee may pick up a vote-by-mail ballot for a voter on Election Day, in the event of an emergency, or up to 5 days before Election Day. A designee may only pick up two vote-by-mail ballots per election, other than his/her own ballot or ballots for members of his/her immediate family. Designees must have authorization from the voter, present a picture I. D. and sign an affidavit.

If you have received a vote-by-mail ballot but wish to vote at an early voting site or in your precinct on Election Day, you must take the ballot with you to the polls, whether it has been marked or not. However, if you are unable to return the ballot, you may vote a provisional ballot if return cannot be verified by elections office.

**You must remember to update any address changes with the Elections Office. Vote-by-mail ballots cannot be forwarded and if they are returned as undeliverable, all subsequent requests will be canceled.**

**HOW TO VOTE:** Each precinct will consist of at least one (1) DS200 (tabulator) and one (1) AutoMARK (ADA Machine). All early voting sites will consist of at least one (1) DS200 (tabulator) and one (1) AutoMARK (ADA Machine).

**OPTICAL-SCAN (DS200 Tabulator)** After the ballot is marked, the voter will feed his/her paper ballot into the DS200 Tabulator, which will read and tabulate the ballot. Below, is an example of how to properly mark the ballot.

-  John Doe
-  Jane Doe
-  Mary Doe
-  Write-in \_\_\_\_\_

Fill in the oval to the left side of the candidate chosen; if you wish to vote for a write-in candidate – write name on line provided, and then fill in oval on the left side.

**TOUCHSCREEN (AUTOMARK)**

Voting – Easy as 1, 2, 3

- Voter inserts paper ballot into the AutoMark System
- Voter makes selections using the AutoMARK accessories
- Voter reviews the selections made and presses the “mark ballot” button. The AutoMARK will mark the ballot and eject it, so the voter can feed the ballot into the DS200 (Tabulator)