

# **CAMBRIDGE ELECTION COMMISSION VOTER REGISTRATION TRAINING MANUAL**



**Cambridge Election Commission**  
51 Inman Street  
Cambridge, MA 02139  
Tel: 617-349-4361;  
Fax: 617-349-4366  
[www.cambridgema.gov/election](http://www.cambridgema.gov/election)

Revised July 2012



# CITY OF CAMBRIDGE

## BOARD OF ELECTION COMMISSIONERS

51 Inman Street, Cambridge, Massachusetts 02139-1732 • Telephone 617-349-4361 • TTY: 617-492-0235  
Fax: 617-349-4366 • Email: [Elections2@cambridgema.gov](mailto:Elections2@cambridgema.gov) • Website: [www.cambridgema.gov/election](http://www.cambridgema.gov/election)

### COMMISSIONERS

Ethridge A. King, Jr.  
Polyxane S. Cobb  
Peter Sheinfeld  
Larry W. Ward

### EXECUTIVE DIRECTOR

Tanya L. Ford

### ASSISTANT DIRECTOR

Lesley Waxman

July, 2012

Dear Participant:

In 1994, the Motor Voter Law took effect in Massachusetts. Before that time the process of registering a person to vote was more complicated. The goal of the Motor Voter law is to encourage community outreach by making voter registration forms readily available to people wherever they work, visit or otherwise conduct business. To achieve this goal we have set up distribution sites for voter registration forms throughout the City. We also hold voter registration sessions at many Cambridge events, such as the Harvard Square Mayfair, Hoops N' Health, and Cambridge River Festival and conduct voter registration training for community organizations and Cambridge residents.

In an attempt to bring more visibility to our community Voter Registration sessions, we now provide all Voter Registrars with Cambridge Election Commission "Register and Vote" t-shirts and distribute "Register and Vote" pens to the public at our registration tables.

It has been a long tradition at the Election Commission of doing more than the law requires to effectively increase voter participation. With this spirit in mind the Cambridge Election Commission welcomes you to our community Voter Registration Training.

Sincerely,

Board of Election Commissioners

# CONTENTS

1. CONDUCTING A VOTER REGISTRATION DRIVE
2. 2012 STATE ELECTION CALENDAR
3. VOTER REGISTRATION INFORMATION
4. FREQUENTLY ASKED QUESTIONS
5. MASSACHUSETTS POLITICAL PARTIES AND DESIGNATIONS
6. VOTER REGISTRATION FORM (IN-PERSON CAMBRIDGE RESIDENTS)
7. SAMPLE MAIL-IN VOTER REGISTRATION FORM
8. 3 STEPS TO REGISTER BY MAIL
9. CITY OF CAMBRIDGE POLLING LOCATIONS
10. ABSENTEE BALLOT APPLICATION
11. ABSENTEE BALLOT FAMILY MEMBER APPLICATION
12. VOTER REGISTRATION EVENTS FORM
13. "NOTES" PAGE

# Conducting a Voter Registration Drive

## Know Your Responsibilities

- You **MUST** return all Voter Registration Forms to the Election Commission as soon as possible and before the deadline to register to vote.
- Use the proper forms: Forms provided by our office or the Secretary of State's office can only be used by Massachusetts residents. For residents of other states, use the National Voter Registration Form, which can be found at [http://www.eac.gov/voter\\_resources/register\\_to\\_vote.aspx](http://www.eac.gov/voter_resources/register_to_vote.aspx).
- Quickly review the forms you collect before the person registering has walked away – make sure that all the boxes are checked and that the form is signed!

## Know Your Facts

- Bring this manual with you so that you can answer questions that potential voters might have about the election schedule, the requirements for voter registration, etc. If you don't know the answer, refer the voter to our office or our website at <http://www.cambridgema.gov/election/>.
- Be aware of all deadlines – voters must register 20 days in advance of the election in order to vote in that election – and if you are collecting Mail-In Voter Registration Forms, you **MUST** send them in by that deadline!
- Make sure you know how to fill out the Voter Registration Form – lines 1, 2, 4, 6, 7, 13, and 14 are MANDATORY. Line 4 (residential address) cannot be a P.O. Box. Line 7 (ID #) requires a Massachusetts drivers license number or the last four digits of the voter's social security number.
- If a voter does not select a political party, they will be registered as unenrolled. If they register in a party, they can only vote in that party's primary. If they register as unenrolled, they can vote in any party's primary. If they register in a political designation, they cannot vote in any primary.
- The voter will receive a confirmation letter by mail, which will inform them where to vote. Let the voter know that they may need to show identification at the polls the first time they vote.

## Plan Your Event

- If you plan to set up a table in public, make sure you have met any permit requirements.
- If you plan to register voters on private property (malls, shopping centers), make sure you have the permission of the owners.
- Bring supplies! You will need a table, a sign, plenty of pens, clipboards, and voter registration forms.

## After the Event

- Mail the forms to the city or town in which the person registering resides. Cambridge forms can be sent to the Cambridge Election Commission at 51 Inman Street, Cambridge, MA 02139. A list of other city and town addresses can be found at <http://www.sec.state.ma.us/ele/eleclk/clkidx.htm>.

William Francis Galvin  
 Secretary of the Commonwealth  
 Elections Division  
 One Ashburton Place, Room 1705  
 Boston, MA 02108  
 617-727-2828 or 800-462-VOTE

# 2012 Massachusetts State Primary and State Election Schedule

*Subject to change by the General Court*

## *Deadline Dates*

	<b>Party and non-party candidates for district and county offices</b>	<b>Party candidates for federal and state-wide offices</b>	<b>Non-Party candidates for federal and state-wide offices</b>
<b>Calendar of Events</b>			
Nomination papers must be available. (They may be released earlier; check with Elections Division.)	February 14, 2012	February 14, 2012	February 14, 2012
Last day for a person running in a state primary to enroll in a party or for a person running only in a state election to unenroll from a party (except newly registered voters).	February 28, 2012	March 6, 2012	March 6, 2012
<b>5:00 p.m., last day and hour to submit nomination papers to Registrars of Voters for certification of signatures.</b>	<b>May 1, 2012</b>	<b>May 8, 2012</b>	<b>July 31, 2012</b>
5:00 p.m., last day and hour for Registrars of Voters for complete certification of signatures.	May 22, 2012	May 29, 2012	August 21, 2012
5:00 p.m., last day and hour for candidates to apply for review of non-certified signatures.	May 24, 2012	May 31, 2012	August 23, 2012
5:00 p.m., last day and hour for Registrars of Voters to complete review of non-certified signatures.	May 25, 2012	June 4, 2012	August 27, 2012
<b>5:00 p.m., last day and hour to file nomination papers (including party enrollment or voter registration certificate and Ethics Commission receipt) with the Secretary of the Commonwealth.</b>	<b>May 29, 2012</b>	<b>June 5, 2012</b>	<b>August 28, 2012</b>
5:00 p.m., last day and hour to file withdrawals of or objections to nomination papers with the Secretary of the Commonwealth.	June 1, 2012	June 8, 2012	August 31, 2012
5:00 p.m., last day and hour to fill vacancies caused by withdrawals.	June 6, 2012	June 13, 2012	September 6, 2012
<b>PLEASE NOTE: All dates and deadlines below are the same for all candidates</b>			
9:00 a.m. to 8:00 p.m., last day to register to vote and to change party enrollment for the State Primaries (except in towns with fewer than 1500 voters registration sessions must be held 2:00 p.m. to 4:00 p.m. and 7:00 p.m. to 8:00 p.m.).	Friday, August 17, 2012		
<b>State Primaries</b>			
	<b>Thursday, September 6, 2012*</b>		
5:00 p.m., last day and hour to file withdrawals of or objections to nominations at the state primaries.	Wednesday, September 12, 2012		
5:00 p.m., last day and hour to fill vacancies caused by withdrawals at the state primaries.	Monday, September 17, 2012		
5:00 p.m., last day and hour for write-in or sticker candidates who won at the state primary to file a written acceptance of nomination.	Wednesday, September 19, 2012		
9:00 a.m. to 8:00 p.m., last day to register to vote and to change party enrollment for the State Election (except in towns with fewer than 1500 voters registration sessions must be held 2:00 p.m. to 4:00 p.m. and 7:00 p.m. to 8:00 p.m.).	Wednesday, October 17, 2012		
<b>State Election</b>			
	<b>Tuesday, November 6, 2012</b>		

\* The date of the 2012 state primary was changed pursuant to Section 8A of Chapter 171 of the Acts of 2011.



# Voter Registration Information

---

## Qualifications to Vote

Be a citizen of the United States and a resident of the State of Massachusetts

Be 18 years of age or older on or before Election Day – *See below*

Be a Cambridge resident to vote in the local Cambridge elections

## Contact Information

Cambridge Election Commission:

- Call: 617-349-4361
- [www.cambridgema.gov/election](http://www.cambridgema.gov/election)

Secretary of Commonwealth of MA:

- Call: 1-800-462-VOTE or 617-727-2828
- [www.sec.state.ma.us/ele/](http://www.sec.state.ma.us/ele/)

## 2012 Election Dates

Presidential Primary – Tuesday, March 6, 2012

Last day to register – February 15, 2012

State Primary – Thursday, September 6, 2012

Last day to register – August 17, 2012

Presidential/State Election – Tuesday, November 6, 2012

Last day to register – October 17, 2012



## If you will be 18 years old on or before Election Day . . .

- Must register before August 17, 2012 to vote in both the September State Primary and the November General Election. Or, must register between September 7, 2012 and October 17, 2012 to vote in the General Election.

## Places to Register

- |                                 |                       |  |                            |
|---------------------------------|-----------------------|--|----------------------------|
| • Cambridge Election Commission | • City Clerk’s Office | • Registry of Motor Vehicles                 | • Public Housing Locations |
| • Post Office                   | • Public Library      | • Fill out a Mail-In Voter Registration Form |                            |

---

## What are the Cambridge Election Commission’s office hours?

- Mon. 8:30 – 8:00pm; Tues. – Thur. 8:30am – 5:00pm; Fri. 8:30am – 12:00pm
- To accommodate voter registration deadlines, the office is open on certain special days and special hours.
  - **February 15, August 17, and October 17—open until 8:00 p.m.**



## Frequently Asked Questions

### **When can I change my voter information?**

- Voters may change their Name, Address, or Political Party at any time.
- Send a signed letter to the Election Commission with the requested change: Include your previous name and address and your new name, address, or political affiliation.
- Voters may also fill out a Mail-In Registration Form with their new information and send it to the Election Commission.

### **Is ID required to register to vote?**

- No. However, it is advisable to submit ID when registering to vote by mail.
- Voters may be required to show ID at the polls, so be prepared just in case.
- Valid ID can include a government-issued ID, current utility bill, bank statement, paycheck or other government document showing your name and address.

### **What and where is my polling location?**

- Your ward and precinct determine which elective district you vote in, the officials you elect and your polling location.
- To find your polling location either call the Election Commission or check online: [www.wheredoivotema.com](http://www.wheredoivotema.com)

### **When are you registered to vote?**

- If you register in person at an officially designated office, then on that day.
- If you fill out a Mail-In Registration Form, you are officially registered on the postmark date.
- You must register 20 days before an election to vote in that election.
- To verify that you are registered, please call the Election Commission.

### **Can I register to vote if I am homeless?**

- Homeless persons may use a shelter address to register.
- Homeless persons may also register from a location, such as a park bench, by using the map on the Mail-In Registration Form.

### **Can I register for a friend, family member, or another individual?**

- No, this is prohibited under state law.

### **How do I stay on the Voting List?**

- Keep the Election Commission updated with all of your current information.
- Answering the city census each year ensures that your name will remain on the Voting List.
- Those who don't answer the census are NOT precluded from voting. They will be made inactive and will need to bring ID and sign an affidavit of continuous residency in order to vote.

### **How can I get a letter verifying that I am a registered voter?**

- Voter registration letters or cards are NOT necessary for voting purposes.
- The Election Commission office will issue a voter registration letter for \$2.00.
- If you would like a letter mailed to you, please send a signed request and a check for \$2.45 (fee and postage) made payable to the City of Cambridge.



# CITY OF CAMBRIDGE ELECTION COMMISSION

51 Inman Street, Cambridge, Massachusetts 02139-1732  
 Tel: 617-349-4361; Fax: 617-349-4366; TTY: 617-492-0235  
[www.cambridgema.gov/election](http://www.cambridgema.gov/election)

## MASSACHUSETTS POLITICAL PARTIES AND DESIGNATIONS

**Parties** – If you enroll in a party, you may vote in that party’s primary only. Enrollment in a party does not affect your right to vote in the general election.

Party Name and Letter Code	Telephone Number
Democratic (D)	617-776-2676
Republican (R)	617-523-5005
Green Rainbow (J)	617-418-3756

**Designations** – If you enroll in a designation, you may not vote in any state or presidential primary. Enrollment in a designation does not affect your right to vote in the general election.

Designation Name and Letter Code	Telephone Number	Contact
Conservative Party (A)	617-968-5248	Stephen Robbins
Natural Law Party (B)	617-973-3523	Ayres Hall
New World Council (C)		
Reform Party (E)		
Rainbow Coalition (F)	617-262-4433	Melvin King
Green Party USA (G)	617-418-3756	
We The People (H)	781-934-6958	Robert Mustard, Jr.
Constitution Party (K)	<a href="mailto:chairman@cpoma.org">chairman@cpoma.org</a>	Richard Selfridge
Libertarian (L)	508-754-1859	
Timesizing Not Downsizing (M)	617-623-8080	Philip Hyde
New Alliance Party (N)		
Massachusetts Independent Party (O)	508-224-9102	Robert Bielen
Prohibition Party (P)		R.K. Whitney
American Independent Party (Q)	617-968-5248	Stephen Robbins
Socialist (S)	617-633-1857 413-367-9356	Matt Andrews Eric Chester
Interdependent 3 <sup>rd</sup> Party (T)	413-782-4453	Sam Hanna
America First Party (V)	508-997-3606 617-227-8071	Jonathan Hill L. Thomas White
Veterans America Party (W)	781-545-5364	Richard E. Hagert
Pirate (X)	617-863-6277 617-863-MAPP	James O’Keefe
World Citizens Party (Y)	617-876-1185	
Working Families (Z)		
Pizza Party (AA)	508-802-5012	Joshua Lee Freeman
American Term Limits (BB)	978-342-7590	Knutre S. Alfredson

**Unenrolled** (also known as Independent) – If you do not choose to enroll in a party or designation, you may choose any party you wish at any primary and still remain Unenrolled.

# Voter Registration Form

To register to vote in Massachusetts you must be: **A U.S. CITIZEN**, a resident of Massachusetts and at least 18 years old on or before the next election. If you are registering to vote at an agency, the fact that you register or refuse to register to vote will remain confidential and will be used only for voter registration purposes and the office at which you register will remain confidential and be used only for voter registration purposes. *Penalty for Illegal Registrations:* Fine of not more than \$10,000 or imprisonment for not more than five years or both (MGL c56 s8).

## Massachusetts Official Voter Registration Form • William Francis Galvin, Secretary of the Commonwealth

<b>1</b>	<p><b>Check all</b> Are you a Citizen of the United States of America? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><b>that apply:</b> Will you be 18 years of age or older on or before Election Day? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>NOTE: If you checked "no" to either of these questions, do not complete this form.</p>	
<b>2</b>	<p><b>Full name:</b> <i>last name</i> _____ <i>first name</i> _____ <i>middle name or initial</i> _____</p> <p><i>Miss Ms. Mrs. Mr.</i></p>	<p><i>Jr. Sr. II III IV</i> (circle one if appropriate)</p>	
<b>3</b>	<p><b>Former name (if applicable):</b> <i>last name</i> _____ <i>first name</i> _____ <i>middle name or initial</i> _____</p> <p><i>Miss Ms. Mrs. Mr.</i></p>	<p><i>Jr. Sr. II III IV</i> (circle one if appropriate)</p>	
<b>4</b>	<p><b>Address where you live now</b> (street number, street name, rural route number and box number):</p> <p>street number / street name / rural route number and box number _____  <i>apartment number</i> _____  <i>city or town</i> _____</p>	<p>zip code + 4-digit _____</p>	
<b>5</b>	<p><b>Address where you receive all your mail</b> (if different from #4):</p> <p>street number / street name / rural route number and box number _____  <i>apartment number</i> _____  <i>city or town</i> _____</p>	<p>zip code + 4-digit _____</p>	
<b>6</b>	<p><b>Date of birth:</b> month _____ day _____ year _____</p>	<p><b>7 Identification #:</b> _____</p> <p><i>license # or last four digits of your Social Security #</i></p>	<p><b>8 Telephone (optional):</b> <input type="checkbox"/> Check if unlisted</p> <p>(      ) _____</p>
<b>9</b>	<p><b>Party enrollment or designation (check one):</b> <input type="checkbox"/> Democratic <input type="checkbox"/> Republican <input type="checkbox"/> Green-Rainbow</p> <p><input type="checkbox"/> No Party (unenrolled) <input type="checkbox"/> Political Designation (not a political party): _____</p>		
<b>10</b>	<p><b>Address at which you were last registered to vote:</b></p> <p>street number / street name / rural route number and box number / post office box _____  <i>apartment number</i> _____  <i>city or town</i> _____ state _____ zip code + 4-digit _____</p>		
<b>11</b>	<p>If the applicant is unable to sign this form, give the name, address and telephone number (optional) of the person helping the applicant:</p> <p>name _____ address _____ telephone number (optional) _____</p>		
<b>12</b>	<p>I hereby swear (affirm) that I am the person named above, that the above information is true, that <b>I AM A CITIZEN OF THE UNITED STATES</b>, that I am not a person under a guardianship which prohibits my registering to vote, that I am not temporarily or permanently disqualified by law from voting because of corrupt practices in respect to elections, that I am not currently incarcerated for a felony conviction, and that I consider this residence to be my home. Signed under the penalty of perjury.</p>		
<b>13</b>	<p>Today's date: month _____ day _____ year _____</p>	<p>Signed: <i>Sign your name here.</i></p>	<p>Agency Designation: _____</p>



### **3 STEPS TO REGISTER BY MAIL**

1. FILL OUT THE FORM
2. SIGN YOUR NAME
3. MAIL YOUR COMPLETED FORM TO:

CAMBRIDGE ELECTION COMMISSION  
51 INMAN STREET  
CAMBRIDGE, MA 02139.

FOR THE ADDRESS OF OTHER CITIES AND TOWNS  
CONTACT THE SECRETARY OF STATE, ELECTIONS  
DEPARTMENT, 617-727-2828.

### **IMPORTANT REMINDER**

- Congress passed the “Help America Vote Act” (HAVA) in 2002 which created a new voter registration form and identification requirements. Section 7 on the new voter registration form requires that a person provide a driver’s license number or the last four digits of a social security number. If a person has neither, “NONE” must be recorded in the box.
- This information will be verified through the Registry of Motor Vehicles and the Commissioner of Social Security. If the information cannot be verified or you do not provide this information, you must provide identification along with the Mail-In Registration Form or at your polling location when you go to vote. Sufficient identification includes a copy of a current and valid photo ID, current utility bill, bank statement, government check, paycheck or other government document showing your name and address.



# CITY OF CAMBRIDGE POLLING PRECINCTS

(New polling location is highlighted below)

- |       |   |      |   |
|-------|---|------|---|
| 1-1   | <b>O'CONNELL BRANCH LIBRARY</b><br>48 Sixth Street; Corner of Thorndike Street  | 7-1  | <b>BALDWIN SCHOOL</b><br>Community Floor, 28 Sacramento Street entrance                         |
| 1-2   | <b>TRUMAN APARTMENTS</b> , 25 Eighth Street,<br>Community Room, Thorndike Street Entrance                                     | 7-2  | <b>BALDWIN SCHOOL</b><br>Community Floor, 28 Sacramento Street entrance                         |
| 1-3   | <b>MILLER RIVER APARTMENTS</b><br>15 Lambert Street, Cambridge Street entrance  | 7-3  | <b>GUND HALL</b><br>48 Quincy Street, Cambridge Street Entrance                                 |
| 2-1   | <b>PISANI CENTER</b><br>131 Washington Street   | 8-1  | <b>GRAHAM AND PARKS SCHOOL</b> (formerly<br>Peabody School) 44 Linnaean St., Playground Entr.   |
| 2-2   | <b>M.I.T.</b> , Kresge Auditorium, behind Stratton Center,<br>70 Mass. Avenue   | 8-2  | <b>FRIENDS CENTER</b><br>5 Longfellow Park, Community Room                                      |
| 2-3   | <b>M.I.T.</b> , Kresge Auditorium, behind Stratton Center,<br>70 Mass. Avenue   | 8-3  | <b>QUINCY HOUSE</b><br>58 Plympton Street, Main Entrance  |
| 3-1   | <b>KING OPEN SCHOOL</b> , (formerly Harrington<br>School) 850 Cambridge Street, Main Entrance                                 | 9-1  | <b>LEXINGTON AVENUE FIRE HOUSE</b><br>167 Lexington Avenue                                      |
| 3-2   | <b>AREA IV YOUTH CENTER</b><br>243 Harvard Street, Lower Level, Rear Entrance<br>(Previously located at DPW Headquarters)     | 9-2  | <b>NATIONAL GUARD ARMORY</b><br>450 Concord Avenue, Classroom                                   |
| 3-2A* | <b>AREA IV YOUTH CENTER</b><br>243 Harvard Street, Lower Level, Rear Entrance<br>(Previously located at DPW Headquarters)     | 9-3  | <b>HAGGERTY SCHOOL</b> , 110 Cushing Street,<br>Gym, Lawn Street Entrance                       |
| 3-3   | <b>SALVATION ARMY HEADQUARTERS</b> ,<br>402 Massachusetts Avenue  | 10-1 | <b>RUSSELL APARTMENTS</b> (Senior Citizen<br>Apartments) 2050 Massachusetts Avenue              |
| 4-1   | <b>PUTNAM GARDENS</b> , Community Room<br>Entrance between Magee and Callender Streets  | 10-2 | <b>GRAHAM AND PARKS SCHOOL</b> , (formerly<br>Peabody School) 44 Linnaean St., Playground Entr. |
| 4-2   | <b>CITY HALL</b><br>795 Massachusetts Avenue, Driveway Entrance   | 10-3 | <b>CADBURY COMMONS</b><br>66 Sherman Street   |
| 4-3   | <b>2 MOUNT AUBURN STREET</b><br>Putnam Apartments, Lobby  | 11-1 | <b>JEFFERSON PARK COMMUNITY CENTER<br/>BUILDING</b> , 1 Jackson Place                           |
| 5-1   | <b>LBJ APARTMENTS</b> , 150 Erie Street,<br>Community Room (Parking Lot Entrance)   | 11-2 | <b>PEABODY SCHOOL GYM</b><br>70-R Rindge Avenue   |
| 5-2   | <b>WOODROW WILSON COURT</b><br>Magazine St., Community Room, Fairmont St. Entry<br>between Door 7 and 8                       | 11-3 | <b>BURNS APARTMENTS</b><br>50 Churchill Avenue, Community Room                                  |
| 5-3   | <b>MORSE SCHOOL</b><br>40 Granite Street, Main Entrance   |      |   |
| 6-1   | <b>CITY HALL ANNEX</b> , 344 Broadway<br>Conference Room, Second Floor  |      |   |
| 6-2   | <b>CAMBRIDGE REHABILITATION &amp;<br/>NURSING CENTER</b> (formerly Vernon Hall<br>Nursing Home), 8 Dana Street, Activity Room |      |   |
| 6-3   | <b>SPAULDING HOSPITAL</b> (formerly Youville<br>Hospital), 1575 Cambridge Street Hovey Avenue<br>Entrance                     |      |   |

\* 3-2A - NEW SUB-PRECINCT

# Massachusetts Official Absentee Ballot Application

## How to use this form



William Francis Galvin  
Secretary of the Commonwealth

**Box 1.** Check all the boxes that apply to you. If the absentee ballot is to be used for a primary, circle the applicable party. **Remember**, in order to participate in a primary, you must be registered as a member of that party or as an unenrolled (independent) voter. Contact your town clerk, city clerk or election commission if you are unsure of your party designation.

**Box 2.** Print your name: last name, first name, middle name or initial.

**Box 3.** Print the address where you are registered to vote: number and street name or rural route number and box number (do not provide a post office box number), apartment number, city or town and full zip code.

**Box 4.** Check the appropriate box indicating your preference for obtaining your absentee ballot. Instead of having the ballot mailed to you, you have the option of voting at your city or town hall at a time arranged with the clerk or election commission. However, you must still submit a timely application. If you have entered a health care facility anytime after twelve o'clock noon of the 5th day before the relevant primary or election, contact the city or town clerk about the proper procedure to be followed. If the voter is applying for absentee ballots for all elections this year, be sure to notify the town clerk, city clerk or election commission of a change of mailing address.

**Box 5.** Print your date of birth: month, day and year.

**Box 6.** It is optional to provide your telephone number. If included and you do not check "unlisted" it will be a public record. Your telephone number may be used to contact you should a question arise concerning your application.

**Box 7.** It is optional to provide your e-mail address. If included, it will be a public record. Your e-mail may be used to contact you should a question arise concerning your application.

**Box 8.** Print today's date.

**Box 9.** Sign your name. Signed under penalty of perjury.

**Box 10.** If the applicant is unable to complete and sign this application because of blindness, physical disability, the inability to read or the inability to read English, any person designated by the voter may do so.

### This application is for use by:

- A registered voter who will be unable to vote at the polls on election day due to:
  - (1) absence from your city or town during normal polling hours; or
  - (2) physical disability preventing you from going to the polling place; or
  - (3) religious belief;

**OR**

- A non-registered voter who is:
  - (1) a Massachusetts citizen absent from the state; or
  - (2) an active member of the armed forces or merchant marines, their spouse or dependent; or
  - (3) a person confined in a correctional facility or a jail, except if by reason of felony conviction.

### Mailing instructions:

This application must be received by noon on the day before the election. This form may be mailed or hand-delivered to your city or town hall. If mailed, fold the form, tape it closed, place a first class stamp on it, print your city or town name and zip code for that city or town hall and drop into any mailbox.

**Warning: Illegal absentee voting, including making a false application, is punishable by a fine of up to \$10,000 and up to five years in prison.**

<b>1</b>	<b>This absentee ballot application is being made for:</b> <span style="float: right;">date of election _____</span> <input type="checkbox"/> a primary (circle party) <i>Democratic</i> <i>Republican</i> <input type="checkbox"/> a preliminary election <input type="checkbox"/> an election _____ <input type="checkbox"/> all elections this year <span style="margin-left: 100px;"><i>Green-Rainbow</i></span>				
<b>2</b>	<b>Full name:</b> _____ <small>Miss Ms. Mrs. Mr.</small> <span style="margin-left: 100px;"><i>last name</i></span> <span style="margin-left: 100px;"><i>first name</i></span> <span style="margin-left: 100px;"><i>middle name or initial</i></span> <span style="margin-left: 100px;"><i>Jr. Sr. II III IV</i></span> <small>(circle one if appropriate)</small>				
<b>3</b>	<b>Your legal voting residence:</b> _____ <small>street and number, apt. number</small> <span style="margin-left: 150px;"><i>city or town</i></span> <span style="margin-left: 100px;"><i>ward/precinct (if known)</i></span> Check if applicable: <input type="checkbox"/> I am living outside the United States and the above address is my last residence in the U.S.				
<b>4</b>	<b>Complete and check <i>only one</i> of the following:</b> <input type="checkbox"/> Mail ballot to me at this address: _____ <small>street &amp; number</small> <span style="margin-left: 100px;"><i>p.o. box, if any</i></span> <span style="margin-left: 100px;"><i>city or town</i></span> <span style="margin-left: 100px;"><i>state or country</i></span> <span style="margin-left: 100px;"><i>zip code</i></span> <input type="checkbox"/> I will call the town clerk or city clerk or election commission and vote there at a time arranged with the clerk or election commission. <input type="checkbox"/> I have been admitted to the _____, a hospital or other health care facility after twelve o'clock noon of the 5th day before the primary/election and I request that my absentee ballot be delivered to me by an election official or: _____ <small>name of a person designated by voter</small>				
<b>5</b>	<b>Date of birth:</b> _____ <small>month day year</small>		<b>6</b>	<b>Telephone (optional):</b> <input type="checkbox"/> Check if unlisted	
			<b>7</b>	<b>E-mail address (optional):</b> _____	
<b>8</b>	<b>Today's date:</b> _____ <small>month day year</small>		<b>9</b>	<b>Signed:</b> (under penalty of perjury)	
<b>10</b>	<b>Only to be completed by any person assisting applicant.</b> Complete and sign the following: I assisted in completing this application since the applicant was unable to do so because of: _____ <small>reason</small> _____ <small>signature of assisting person (signed under penalty of perjury)</small> <span style="margin-left: 200px;"><i>printed name of assisting person</i></span> _____ <small>street and number</small> <span style="margin-left: 150px;"><i>city or town</i></span> <span style="margin-left: 100px;"><i>zip code</i></span>				





# CITY OF CAMBRIDGE

## BOARD OF ELECTION COMMISSIONERS

51 Inman Street, Cambridge, Massachusetts 02139-1732 • Telephone 617-349-4361 • TTY: 617-492-0235  
Fax: 617-349-4366 • Email: Elections2@cambridgema.gov • Website: www.cambridgema.gov/election

### COMMISSIONERS

Ethridge A. King, Jr.  
Polyxane S. Cobb  
Peter Sheinfeld  
Larry W. Ward

### EXECUTIVE DIRECTOR

Tanya L. Ford

### ASSISTANT DIRECTOR

Lesley Waxman

VOTER REGISTRATION EVENT \_\_\_\_\_

DATE: \_\_\_\_\_ LOCATION \_\_\_\_\_

\_\_\_ VOTER REGISTRATION FORMS (CAMBRIDGE ONLY)

\_\_\_ VOTER REGISTRATION FORMS (OUTSIDE CAMBRIDGE)

\_\_\_ MAIL-IN REGISTRATION FORMS

\_\_\_ ELECTION CALENDARS

\_\_\_ ABSENTEE VOTER FORMS

\_\_\_ GENERAL INQUIRIES

COMMENTS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
REGISTRAR

