

# MIAMI-DADE COUNTY VOTER INFORMATION GUIDE

**ELECTION  
READY**



# **A MESSAGE FROM OUR SUPERVISOR OF ELECTIONS**

Dear Miami-Dade County Voter,

Thank you for your interest in the electoral process. We value voter participation and encourage all voters to familiarize themselves with the democratic process.

The Miami-Dade County Elections Department's mission is to ensure elections are fair, accurate, convenient, and accessible to all voters.

This guide contains pertinent information needed to *Be Election Ready*, including voter registration, poll worker recruitment, and the three convenient ways to vote.

Should voters require additional information, they may contact our office at 305-499-VOTE (8683) or visit us online at [www.iamelectionready.org](http://www.iamelectionready.org).

Sincerely,  
Christina White  
Supervisor of Elections

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## **Section 1 – VOTER'S BILL OF RIGHTS**

Florida Statute 101.031 states that each registered voter in Miami-Dade County has the right to:

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

## **Section 2 – VOTER RESPONSIBILITIES**

Florida Statute 101.031 states that each registered voter in Miami-Dade County should:

- Familiarize him or herself with the candidates and issues.
- Maintain with the office of the Supervisor of Elections a current address.
- Know the location of his or her polling place and its hours of operation.
- Bring proper identification to the polling station.
- Familiarize himself or herself with the operation of the voting equipment in his or her precinct.
- Treat precinct workers with courtesy.
- Respect the privacy of other voters.
- Report any problems or violations of the election laws to the Supervisor of Elections.
- Ask questions, if needed.
- Make sure that his or her completed ballot is correct before leaving the polling station.

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

## **Section 3 – VOTER REGISTRATION GUIDELINES**

### **Who can register to vote?**

- Qualified minors may pre-register to vote at age 16.
- Voters must be citizens of the United States.
- To vote in Miami-Dade County, voters must reside in Miami-Dade County. There is no length of time that a voter must live here before registering to vote.

### **Who cannot register to vote?**

- Anyone who does not meet the above requirements.
- Anyone who has been adjudicated mentally incapacitated with respect to voting, and has not had his/her right to vote restored.
- Anyone convicted of a felony, and has not had his/her civil rights restored.

### **When can a citizen register to vote?**

Eligible citizens can register to vote anytime but should know that the registration deadline for every election is 29 days prior to Election Day. Registering to vote is a right available to all persons who meet the state requirements. In Miami-Dade County there are many official agencies where eligible citizens can register in person or get a voter registration form:

- Elections Department
- Florida Driver License Bureau
- Miami-Dade County Public Libraries
- County Government offices
- Any state public assistance agencies
- Armed Forces recruiting offices

### **Mail Registrations**

First-time voters who register by mail and have never voted in Florida must provide the Elections Department a copy of a current and valid photo identification that includes the voter's name and current residential address prior to voting. Please **do not** submit **original** documents.

Citizens can download a copy of the State [Voter Registration Application Form](http://www.iamelectionready.org) online at [www.iamelectionready.org](http://www.iamelectionready.org). Since State law requires that voter registration forms contain an original signature, voters may print out the form, fill in the information, sign it, and send the original signed form to:

**Supervisor of Elections  
P.O. Box 521550  
Miami, Florida 33152**

If a voter needs more information regarding the closest agency, or needs to obtain a form by mail, they may contact the County's 311 Answer Center or the Elections Department at 305-499-VOTE (8683) any weekday between 8:00 a.m. and 5:00 p.m.

**NOTE: When a person registers to vote, their address of legal residence is required by Florida Statute 97.053. If voters provide a mailing address, P.O. Box, or business address, the application will not be accepted, and can cause the registration to be declined and/or not processed in time for an election. P.O. Box and other business addresses can be accepted as a mailing address only, but not as a residential address.**

# Florida Voter Registration Application Form:

**Florida Voter Registration Application**  
Part 1 – Instructions (DS-DE 39, R1S-2.040, F.A.C.(eff. 10/2013))

**Información en español:** Si desea llamar a la oficina del supervisor de elecciones de su condado si le interesa obtener este formulario en español.

**To Register in Florida, you must be:**

- a U.S. citizen,
- a Florida resident,
- at least 18 years old (you may pre-register at 16 or 17, but cannot vote until you are 18).

If you have been convicted of a felony, or if a court has found you to be mentally incapacitated as to your right to vote, you cannot register until your right to vote is restored.

**If you do not meet any ONE of these requirements, you are not eligible to register.**

**Questions?**  
Contact the Supervisor of Elections in your county.  
[http://election.dos.state.fl.us/SC/Supervisor\\_elections.htm](http://election.dos.state.fl.us/SC/Supervisor_elections.htm)  
Visit the Florida Division of Elections' website at:  
<http://election.dos.state.fl.us>

**CRIMINAL OFFENSE:** It is a 3rd degree felony to submit false information. Maximum penalties are \$5,000 and/or 5 years in prison.

**PUBLIC RECORD:** Once filed, all information including your phone number and email address as provided become public record except for the following which can only be used for voter registration purposes: your FL DL#, FL ID#, SSN, where you registered to vote, and whether you declined to register or to update your voter registration record at a voter registration agency. Your signature can be viewed but not copied. (Section 97.0565, Fla. Stat.)

**Where to Register:** You can register to vote by completing this application and delivering it in person or by mail to any supervisor of elections' office, office that issues driver's licenses, or voter registration agency (public assistance office), center for independent living, office serving persons with disabilities, public library, or armed forces recruitment office) or the Division of Elections. Mailing addresses are on page 2 of this form.

**Deadline to Register:** The deadline to register to vote is 29 days before any election. You can update your registration record at any time, but for a Primary Election, party changes must be completed 29 days before that election. You will be contacted if your new application is incomplete, denied or a duplicate of an existing registration. Your Voter Information Card will be mailed to you once you are registered.

**Identification (ID) Requirements:** New applicants must provide a current and valid Florida driver's license number (FL DL#) or Florida identification card number (FL ID#). If you do not have a FL DL# or FL ID#, then you must provide the last four digits of your Social Security number (SSN). If you do not have any of these numbers, check "None." If you leave the field and box blank, your new registration may be denied. See section 97.053(6), Fla. Stat.

**Special ID requirements:** If you are registering by mail, have never voted in Florida, and have never been issued one of the ID numbers above, include one of the following with your application, or at a later time before you vote: 1) A copy of an ID that shows your name and photo (acceptable IDs-U.S. Passport, debit or credit card, military ID, student ID, retirement center ID, neighborhood association ID, or public assistance ID), or 2) A copy of an ID that shows your name and current residence address (acceptable documents-utility bill, bank statement, government check, paycheck, or other government document).

The special ID is not required if you are 65 or older, have a temporary or permanent physical disability, are a member of the active uniformed services or merchant marine who is absent from the county for active duty, or a spouse or dependent thereof, or are currently living outside the U.S. but otherwise eligible to vote in Florida.

**Political Party Affiliation:** Florida is a closed primary election state. In primary elections, registered voters can only vote for their registered party's candidates in a partisan race on the ballot. In a primary election, all registered voters, regardless of party affiliation, can vote on any issue, nonpartisan race, and race where a candidate faces no opposition in the General Election. If you do not indicate your party affiliation, you will be registered with no party affiliation. For a list of political parties, visit the Division of Elections' website at: <http://election.dos.state.fl.us>

**Race/Ethnicity:** It is optional to list your race or ethnicity.

**Boxes:** Please check boxes  where applicable

**Numbered rows 1 through 7 and 12 must be completed for a new registration.**

**Florida Voter Registration Application**  
Part 2 – Form (DS-DE #39, R1S-2.040, F.A.C.(eff. 10/2013))

The downloadable/printable online form is available at:  
<http://election.dos.state.fl.us/d/wwb/appform.pdf>

This is:  New Registration  Record Update/Change (e.g., Address, Party Affiliation, Name, Signature)  Request to Replace Voter Information Card

1	Are you a citizen of the United States of America? <input type="checkbox"/> YES <input type="checkbox"/> NO	OFFICIAL USE ONLY				
2	<input type="checkbox"/> I affirm that I am not a convicted felon, or if I am, my right to vote has been restored.					
3	<input type="checkbox"/> I affirm that I have not been adjudicated mentally incapacitated with respect to voting or, if I have, my right to vote has been restored.					
4	Date of Birth (MM-DD-YYYY) _____ - _____ - _____	FVRS No:				
5	Florida Driver License (FL DL) or Florida Identification (FL ID) Card Number _____ - _____ - _____ - _____	Last 4 digits of Social Security Number _____ <small>If no FL DL or FL ID, then provide</small>				
6	Last Name _____	<input type="checkbox"/> I have NONE of these numbers.				
7	Address Where You Live (legal residence-no P.O. Box)					
8	Mailing Address (if different from above address)					
9	Address Where You Were Last Registered to Vote					
10	Former Name (if name is changed)					
11	<input type="checkbox"/> Email me SAMPLE BALLOTS if option is available in my county. (See Public Record Notice above) My email address is _____					
12	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <b>Party Affiliation</b> (Check only one. If left blank, you will be registered without party affiliation.)  <input type="checkbox"/> Florida Democratic Party  <input type="checkbox"/> Republican Party of Florida  <input type="checkbox"/> No party affiliation  <input type="checkbox"/> Minor party (print party name): _____                 </td> <td style="width: 50%; vertical-align: top;"> <b>Race/Ethnicity</b> (Check only one)  <input type="checkbox"/> American Indian/Alaskan Native  <input type="checkbox"/> Asian/Pacific Islander  <input type="checkbox"/> Black, not of Hispanic Origin  <input type="checkbox"/> Hispanic  <input type="checkbox"/> White, not of Hispanic Origin  <input type="checkbox"/> Multi-racial  <input type="checkbox"/> Other _____                 </td> <td style="width: 50%; vertical-align: top;"> <b>(Check only one if applicable)</b>  <input type="checkbox"/> I am an active duty <b>Uniformed Services or Merchant Marine member</b>  <input type="checkbox"/> I am a spouse or a dependent of an active duty uniformed services or merchant marine member  <input type="checkbox"/> I am a U.S. citizen residing outside the U.S.                 </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> I will need assistance with voting.  <input type="checkbox"/> I am interested in becoming a poll worker.                 </td> </tr> </table>	<b>Party Affiliation</b> (Check only one. If left blank, you will be registered without party affiliation.) <input type="checkbox"/> Florida Democratic Party <input type="checkbox"/> Republican Party of Florida <input type="checkbox"/> No party affiliation <input type="checkbox"/> Minor party (print party name): _____	<b>Race/Ethnicity</b> (Check only one) <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black, not of Hispanic Origin <input type="checkbox"/> Hispanic <input type="checkbox"/> White, not of Hispanic Origin <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other _____	<b>(Check only one if applicable)</b> <input type="checkbox"/> I am an active duty <b>Uniformed Services or Merchant Marine member</b> <input type="checkbox"/> I am a spouse or a dependent of an active duty uniformed services or merchant marine member <input type="checkbox"/> I am a U.S. citizen residing outside the U.S.	<input type="checkbox"/> I will need assistance with voting. <input type="checkbox"/> I am interested in becoming a poll worker.	Date _____ <div style="border: 1px solid black; padding: 2px; display: inline-block;"> <b>SIGN MARK HERE</b>  </div>
<b>Party Affiliation</b> (Check only one. If left blank, you will be registered without party affiliation.) <input type="checkbox"/> Florida Democratic Party <input type="checkbox"/> Republican Party of Florida <input type="checkbox"/> No party affiliation <input type="checkbox"/> Minor party (print party name): _____	<b>Race/Ethnicity</b> (Check only one) <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian/Pacific Islander <input type="checkbox"/> Black, not of Hispanic Origin <input type="checkbox"/> Hispanic <input type="checkbox"/> White, not of Hispanic Origin <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other _____	<b>(Check only one if applicable)</b> <input type="checkbox"/> I am an active duty <b>Uniformed Services or Merchant Marine member</b> <input type="checkbox"/> I am a spouse or a dependent of an active duty uniformed services or merchant marine member <input type="checkbox"/> I am a U.S. citizen residing outside the U.S.	<input type="checkbox"/> I will need assistance with voting. <input type="checkbox"/> I am interested in becoming a poll worker.			

# A completed voter registration application MUST include:

**First Box.** A mark in the box(es) that apply.

**Box 1.** A mark in the box affirming citizenship of the Unites States of America.

**Box 2.** A mark in the box affirming that the voter has not been convicted of a felony, or if convicted, that they have had their civil rights restored.

**Box 3.** A mark in the box affirming that the voter has not been adjudicated mentally incapacitated with respect to voting, or if so adjudicated, that they have had their right to vote restored.

**Box 4.** Voter's date of birth.

**Box 5.** Valid Florida Driver License number or Florida Identification Card number. If not able to provide either of those, voters must provide the last four digits of their Social Security number.

**Box 6.** Voter's name.

**Box 7.** Voter's legal residential address.

**Box 12.** Voter's signature affirming the oath that under penalty of law the information contained in the registration application is true (**Power of Attorney is not accepted**).

**NOTE:** A voter whose application fails to designate a political party will be registered as no party affiliation.

### **Third Party Voter Registration Organizations**

A third party voter registration organization refers to any person, entity or organization that solicits or collects any voter registration application, except:

- A person who seeks only to register to vote or collect a voter registration application from that person's spouse, child, or parent

or

- An employee or agent who registers or collects voter registration applications on behalf of the Division of Elections, Supervisor of Elections, Department of Highway Safety and Motor Vehicles, or an official voter registration agency.

Please visit the Florida Division of Elections' website at <http://election.dos.state.fl.us/voter-registration/third-party.html> for more information.

## ***Section 4 – VOTING IN MIAMI-DADE COUNTY***

There are three convenient ways to exercise your vote:

### **Vote by Mail**

Voters have the option of voting from the convenience of their own home by requesting a mail ballot. A paper ballot is mailed to the voter to be marked and returned to the Supervisor of Elections office no later than 7:00 p.m. on the day of the election.

It is imperative that when voting by mail ballot, voters carefully follow the instructions included with their ballot and sign the outside of the envelope provided. Detailed instructions are provided on the actual mail ballot and special instructions are available on the secrecy envelope included in the mail ballot package.

Voters may request a mail ballot in person, by telephone (305-499-VOTE), by mail, or [online](http://www.iamelectionready.org) by visiting [www.iamelectionready.org](http://www.iamelectionready.org). All requests for a mail ballot must be received by the 6<sup>th</sup> day before the election. All mail ballots must be mailed by the Elections Department no later than the fourth day before the election.

### **REQUESTS MUST INCLUDE:**

- Name
- Date of birth
- Residential address
- Mailing address
- The election(s) for which a ballot is requested
- The requester's name and relationship to voter (if applicable)
- Voter's registration number (if available)
- Original signature (if the request is in writing)

Mail ballots are mailed to voters approximately four weeks before each election, provided that a current request is already on file.

**Mail Ballots must be returned as follows:**

1. **BY MAIL** - A mail ballot may be returned via the United States Postal Service and must be received by 7:00 p.m. on Election Day.
2. **IN PERSON** - A voter who received a mail ballot may return his or her own ballot in person to the Miami-Dade Elections Department at **2700 NW 87th Avenue, Miami, FL 33172** no later than 7:00 p.m. on Election Day.
3. **BY VOTER'S DESIGNEE** - *(Limited to two ballots per election, only one of which may be from a voter who is not the spouse, parent, child, grandparent, or sibling of the designee).* A mail ballot may be returned by the voter's designee to **2700 NW 87<sup>th</sup> Avenue, Miami, FL 33172** on the day prior to and the day of the election if the person designated by the voter is an immediate family member and only on the day of the election if the designee is not an immediate family member.

Picture identification of the designee must be presented along with a written statement from the voter containing the following information:

- Printed name of voter
- Voter's daytime phone number
- Voter's date of birth
- Voter's registration information number (optional)
- Name of person returning the mail ballot
- If the voter is a member of the designee's immediate family, reason why the voter must have someone else return the mail ballot

- If the voter is not a member of the designee's immediate family, the designee must also present a statement signed by a physician on that physician's stationery that, due to a medical emergency involving the voter or voter's dependent, the named voter is unable to vote at the polls and is unable to return a mail ballot in person
- Voter's signature

4. **SURRENDERED AT THE POLLS** - A voter who prefers to vote in person may surrender a voted or un-voted mail ballot to the voter's precinct on Election Day. The returned ballot will be marked "canceled" by the election board. A voter who desires to vote in person, but **does not** return the ballot to the precinct, may vote only under the following conditions:

- The election board confirms the voter's mail ballot has not been received.
- If the election board cannot determine whether the voter's mail ballot has been received, the voter may vote a provisional ballot.

**Do not return anyone else's ballot at the polls. Under State Law, this ballot will not be counted.**

Mail ballots must be returned in the certificate envelope that is included with the ballot. **The envelope must be signed on the outside by the voter.** The voter's signature on the certificate envelope must match the voter's signature on record with the Elections Department.

If a voter does not have a valid and current identification, they may be asked to vote using a provisional ballot.

## **Signature Updates**

The Elections Department verifies a voter's signature by comparing it to the signature on file. Signatures often change, therefore, it is recommended that voters update their signature often. To do so, simply complete a State Voter Registration Application available at the Elections Department office, driver's license offices, public libraries, government satellite offices, and state agencies that provide public assistance.

## **SUPERVISED VOTING AT ASSISTED LIVING FACILITIES**

**(ALF) and Nursing Homes (NH)** – Supervised voting per [Florida Statute 101.655](#) is available to ALF/NH residents through the support of the Florida Assisted Living Association, to ensure that every resident at an ALF/NH is able to cast his or her vote in a safe and convenient environment, free from fear, intimidation or exploitation. The law requires that the ALF/NH wanting to participate, submit their request in writing to the Elections Department no later than 21 days prior to an election. Please specify in the request the name of the ALF/NH and the names of the voters who wish to participate. The request must contain the names of five (5) or more voters for our office to provide supervised voting.

## **Early Voting**

Early voting begins 14 days prior to every countywide election. Any registered voter may vote during the scheduled early voting period at any of the designated early voting sites in Miami-Dade County. Voters will be asked to show a current and valid photo and signature identification. A list of Early Voting sites will be available [online](#) prior to each countywide election.

## **Early Voting Sites:**

Early voting hours of operation can also be found by contacting 311 or 305-499-VOTE.

By voting early, voters can choose a site that is closer to their home or place of work. At early voting sites, voters have the benefits of easy, automated check-ins and custom printed ballots onsite.

## **Voting on Election Day**

**All polling places are open from 7:00 a.m. until 7:00 p.m. on Election Day**

State law requires that voters who choose to wait until Election Day must go to their assigned polling place. It is important that voters notify the Elections Department if they have moved, so that they may be directed to the correct polling place. An address may be updated by e-mail, telephone, fax, or by submitting an updated Voter's Registration Application Form.

Voters can locate their assigned polling place by checking their voter information card, calling 305-499-VOTE, or by going to the Elections Department's website at <http://www.miamidade.gov>. Voters will also be able to find the name, address, and photograph of their polling place.

## **What to Bring on Election Day**

When voting in person, whether at an early voting site or at a polling place on Election Day, photo identification is **required**. Voters need to be sure to bring a current and valid identification that contains their name, photograph, and signature.

Acceptable forms of identification include:

- State of Florida driver's license
- Florida identification card issued by the Department of Highway Safety and Motor Vehicles
- United States Passport
- Debit or credit cards



- Military identification
- Student identification
- Retirement center identification
- Neighborhood Association ID
- Public assistance identification
- A license to carry a concealed weapon or firearm issued pursuant to § 790.06 F.S.
- Veteran Health identification
- Government Issued Employee identification
- Employee identification card issued by any branch, department, agency, or entity of the Federal Government, the state, a county, or a municipality

Voters may also bring their sample ballot so they are prepared to in the privacy booth. While it is not required that voters bring their voter identification card to the polling place on Election Day, it will expedite the check-in process.

### **Provisional Voting**

Per [Florida Statute 101.048](#), a voter claiming to be properly registered in the state and eligible to vote at the precinct in the election but whose eligibility cannot be determined, shall be entitled to vote a provisional ballot.

A voter is entitled to vote a provisional ballot if:

- Voter's name does not appear on the register and voter's eligibility cannot be verified.
- Voter refutes the supervisor's office confirmation that he or she is not registered and/or eligible.
- There is an indication on the electronic register that the voter has requested a vote-by-mail ballot and the voter does not have a ballot to surrender, poll workers cannot verify that the voter has not already voted.
- There is an indication on the register that the voter has

returned the vote-by-mail ballot or has voted in the office or at an early voting site, but the voter maintains that he or she has not voted, even after a call to the Elections Department.

- Voter did not provide picture/signature identification.
- There is an indication on the register that the voter has been challenged in this election.
- Voter is challenged at the precinct.
- Voter's signature does not match signature on record and affidavit refused.
- Indication on register that voter's Florida driver license number, Florida identification card number or Social Security number is not yet verified by the Department of State in conjunction with the Department of Highway Safety and Motor Vehicles.
- If the voter has not changed their address prior to Election Day and has moved from another Florida county and is not an active military member or family member, the voter shall be allowed to vote a Provisional Ballot.

Once voted, the provisional ballot shall be placed in a secrecy envelope and sealed in a provisional ballot envelope for return to the Supervisor of Elections.

A person casting a provisional ballot has the right to present written evidence supporting his or her eligibility to vote to the Supervisor of Elections by not later than 5 p.m. on the second day following the election.

If it is determined that the person was registered and entitled to vote at the precinct where the person cast a vote in the election, the Canvassing Board shall compare the signature on the Provisional Ballot Voter's Certificate and Affirmation with the signature on the voter's registration and, if it matches, shall count the ballot.

If it is determined that the person voting the provisional ballot was not registered or entitled to vote at the precinct where the person cast a vote in the election, the provisional ballot shall not be counted and the ballot shall remain in the envelope containing the Provisional Ballot Voter's Certificate and Affirmation.

Voters may check the status of their provisional ballot on the Elections Department's website at:

<http://www.miamidade.gov/elections/provisional-tracker.asp>.

### **Sample Ballots**

The Sample Ballot shows voters what they will be voting on for a particular election. The Sample Ballot includes voting instructions, early voting locations, and important reminders.

Sample Ballots will be available 25 – 30 days prior to an election. For more information, go to:

[http://www.miamidade.gov/elections/voting\\_system\\_sample.asp](http://www.miamidade.gov/elections/voting_system_sample.asp)

The Elections Department will mail a new voter information card any time there is a change in the voter's polling place or registration information, such as party affiliation.

Following is a sample Voter Information Card. A sample Voter Information Card can also be found at [http://www.miamidade.gov/elections/replacement\\_card.asp](http://www.miamidade.gov/elections/replacement_card.asp).

- A.** Voter's current address
- B.** Voter's registration number
- C.** The address of the voter's voting location
- D.** The precinct number where voter is registered to vote
- E.** Voter's date of birth
- F.** Voter's party affiliation
- G.** Congressional, State, and local representative districts voter is eligible to vote for
- H.** The municipality voter is eligible to vote in

# Sample Voter Information Card

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**MIAMI-DADE COUNTY**

Voter Information Card  
Miami-Dade County, FL.  
Tarjeta de información del elector  
Condado de Miami-Dade, FL.

**John Doe**  
2700 NW 87 AVE  
DORAL FL 33172

**Kat Enfòmasyon Votè**  
Konte Miami-Dade, FL

ISSUED  
EMITIDA  
ENPRIME

Bring photo identification when voting.  
Para votar, presente una identificación con fotografía.  
Tranpri pote yon pyès idantifikasyon ki gen foto w sou li lè w'ap vin vote.

Registration No.  
Núm. de inscripción  
Nim. Enskripsyon  
123456789

Voting Location | Ubicación de la votación | Lokal Biwo Vòt  
Fire Fighter Memorial Bridge  
8000 NW 21 St

Precinct No.  
Núm. del recinto  
Nim. Biwo Vòt  
401

Identification Data  
Datos de identificación  
Enfo. Idantifikasyon  
1/31/1970

Registration Date  
Fecha de inscripción  
Dat Enskripsyon  
11/6/2007

Party Affiliation | Afiliación partidista | Pati Politik  
NO PARTY AFFILIATION

Lester Sola  
Supervisor of Elections | Supervisor de Elecciones | Sipèvizò Eleksyon

You are eligible to vote for the representatives from the districts listed below.  
Ud. puede votar por los representantes de los distritos enumerados abajo.  
W elijib pou w vote pou reprezantan ki nan distri ki ekrì anba la yo.

Congress Congreso Kongrè 21	State Senate Senado Estatal Sena Eta a 40	State House Cámara Estatal Lacham Eta a 112
County Commission Comisión del Condado Komisyon Konte 12	School Board Junta Escolar Asanble Edikasyon 5	Community Council Consejo Comunitario Konsèy Kominote 0

Municipal | Municipal | Minisipalite  
DORAL

# Sample Voting Location Layout

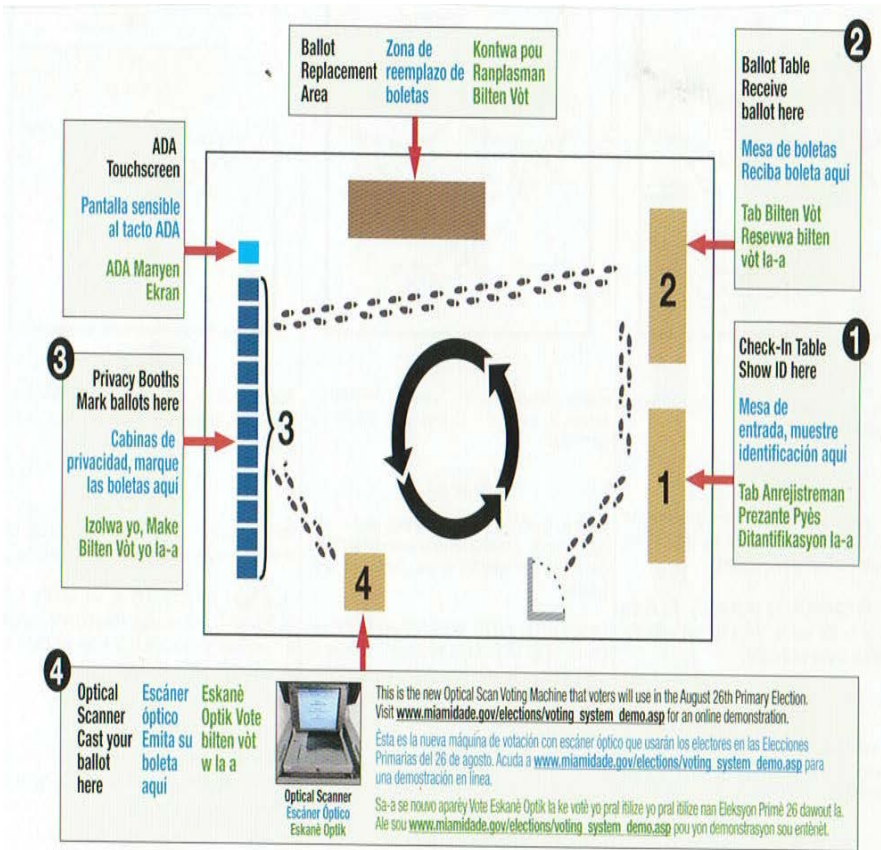
**Station 1: Check-In** – Voters will be asked to present a photo and signature ID. After verification, voters will receive a Voter Authorization Slip and will be directed to Station 2.

**Station 2: Ballot Table** – Voters will be provided a paper ballot. Voters must sign the Voter Authorization Slip to acknowledge receipt of the ballot and then will receive a privacy folder along with a pen for marking the ballot.

**Station 3: Privacy Booths** – With the ink pen provided, voters will make their selections on both sides of the ballot page(s) in a booth that provides privacy for the voter.

**Station 4: Optical Scan Voting Equipment** – Voters will hand the Voter Authorization Slip to the poll worker and insert all of the ballot page(s), one page at a time into the optical scanner in order to cast their ballot.

If a mistake is made, the voter may receive a new ballot page at the **Ballot Replacement area**.



## Optical Scan Voting Equipment

Voters will cast their votes on a paper ballot by filling in ovals representing their designated choices with a black or blue ink pen. It is important that voters take their time, and make sure they have reviewed the entire ballot (front and back) to make sure they have accounted for the different choices available. Some ballots may have multiple pages.

Once voters have completed marking their ballot, they will proceed to the Optical Scan Voting Equipment, and will insert their ballot into the tabulator, which will then scan and record their votes. The ballot may be inserted in any direction. The scanned paper ballot will drop into a secured ballot box located beneath the scanner.



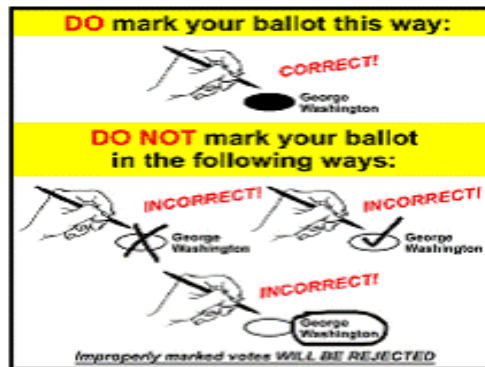
For a video demonstration please watch the Video on Demand at:

[http://www.miamidade.gov/elections/voting\\_system\\_demo.asp](http://www.miamidade.gov/elections/voting_system_demo.asp)

## ELECTRONIC VOTER IDENTIFICATION (EViD) SYSTEM



- The **EViD** is an online, real-time voter check-in system
- It **replaces** the paper precinct registers
- The poll worker will **swipe** a voter's **Florida Driver's License** or a voter's **Florida Identification (ID) Card** to quickly locate the voter's information
- The voter signs the **Electronic Signature Pad**, and the voter's record is immediately updated
- **To learn more about the EViD system, view the video at <http://www.miamidade.gov/elections/evidtraining.asp>**



**Step 1**

Receive your ballot(s) and privacy folder. Proceed to Privacy Booth.

**Step 2**

Make your selection(s) for a particular contest by completely filling in the oval on the ballot with the black pen provided.

WRITE-IN CANDIDATES (if needed): Fill in the oval next to the words "Write-in" and write the candidate's name on the line.

**Step 3**

Make sure you read your ballot carefully and understand how many candidates to vote for in each contest.

**Step 4**

Review and check both sides of your ballot for accuracy. If you make a mistake, please return your ballot page(s) to the poll worker and request new ballot page(s).

**Step 5**

After completing your ballot, proceed to the optical scan voting machine and insert your ballot.

**Step 6**

Check the screen to see whether there are any issues with the ballot, such as overvoting or blank ballots. Press RETURN to get the ballot back. Press ACCEPT to submit ballot.

## Section 5 – POLL WORKERS

If voters have been to the polls on Election Day, they may have seen their neighbors working and may have wondered how to become a Poll Worker.

There are more than 8,000 Poll Workers in Miami-Dade County trained by the Supervisor of Elections to ensure fair and accurate elections. A Poll Worker must be a registered voter in Miami-Dade County, at least 18 years old, must be able to read, write, and speak English and must complete and pass an online entrance exam. Bilingual poll workers are welcome. Once the online test is completed, a Poll Worker Certification Class will be scheduled which will determine what position the applicant will hold.

In addition to the Poll Worker Certification Training Class, state law requires a poll worker training class prior to each election. Poll workers will be compensated for every training class attended. For compensation information, go to [www.miamidade.gov](http://www.miamidade.gov) or call 305-499-8448.

### Poll Worker Positions

**Clerk** - in charge of all operations at the precinct, and has added responsibilities prior to Election Day, such as contacting all the Poll Workers in that precinct, setting up the precinct the day before Election Day and inspecting the polling place.

**Assistant Clerk** - assists with the Clerk's duties, setting up the precinct the day before Election Day and may act as the Clerk if required.

**Inspector** - processes the checking in of voters, gives voting demonstrations, issues the ballot, and ensures that the voter

properly casts a ballot.

**Poll Deputy** - maintains order outside the voting area, must be alert to identify and offer assistance to any voter with special needs.

**Elections Specialist** - is responsible for: opening voting equipment, verifying voter eligibility during Election Day, closing all voting machines and printing Results Tapes.

**Data Transmission Specialist** - Field personnel responsible for the transmission of election results at a Collection Center on Election Night.

**Voting Equipment Technician** - Field personnel responsible for troubleshooting election equipment on Election Day.

**Administrative Troubleshooter (ATS)** - the rover for several precincts in an area, knowledgeable on iVotronic and DS200 voting equipment, as well as policy and procedure, completes evaluations of each precinct and verifies Election's floor plans are adhered to.

The Poll Worker Application may be obtained on line at: [http://www.miamidade.gov/elections/Library/pollworker\\_application.pdf](http://www.miamidade.gov/elections/Library/pollworker_application.pdf).

## POLL WORKER APPLICATION

NAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_ VOTER REGISTRATION NUMBER \_\_\_\_\_

STREET ADDRESS \_\_\_\_\_ APT.# \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

HOME PHONE NUMBER \_\_\_\_\_ WORK PHONE NUMBER \_\_\_\_\_

CELLULAR PHONE NUMBER \_\_\_\_\_ EMAIL ADDRESS \_\_\_\_\_

Y  N DO YOU HAVE ANY COMPUTER EXPERIENCE?  
IF YES SPECIFY \_\_\_\_\_

Y  N DO YOU SPEAK ANY OTHER LANGUAGES FLUENTLY?  
IF YES SPECIFY \_\_\_\_\_

Y  N DO YOU HAVE TRANSPORTATION?

Y  N ARE YOU A MIAMI-DADE COUNTY EMPLOYEE?  
NAME THE DEPARTMENT \_\_\_\_\_

Y  N WOULD YOU ACCEPT ASSIGNMENT TO A PRECINCT  
OTHER THAN YOUR OWN?

By checking this box, I CERTIFY THAT:  
I am now registered as a voter in Miami-Dade County;  
I can read and write the English language; and  
My answers are correct, to the best of my knowledge and belief.

Poll Worker Application Completed On: \_\_\_\_\_

How did you hear about this Poll Worker Opportunity?  Elections Outreach Event  Friend or Family  School  Online/Website  Other \_\_\_\_\_

## **POLL WORKER FAQs**

### **What type of training is required to be a Poll Worker?**

All Poll Workers are required to be trained prior to each election. The training is usually held a month prior to Election Day. Any Poll Worker not trained before an election is not eligible to work.

### **If someone has previously worked at the polls, do they need to reapply for each election cycle?**

Once someone has worked at the polls on Election Day, their record remains active and they do not have to apply again. Previous Poll Workers will be contacted by the Poll Worker Section if their services are required. Voters wanting to determine whether they are still on the active Poll Worker file, can call our office at 305-499-VOTE.

### **How will poll workers know where they will work?**

We try to schedule all Poll Workers to work in their home precinct, if possible. If the home precinct is full, poll workers will be assigned to work in another nearby precinct.

### **If a poll worker does not work in their home precinct, how do they vote?**

Poll Workers working outside of their home precinct should request a Vote-by-Mail Ballot and return the voted ballot to our office before Election Day or vote early.

## **Section 6 ADA AND LANGUAGE ACCESSIBILITY**

Voters with disabilities have the option to utilize Audio iVotronic equipment. Each precinct will have an Audio iVotronic machine equipped with a special keyboard and/or earphones through which voters are talked through the voting process. Voters will be informed of the candidates in each race and will be read the ballot questions and choices in English, Spanish, or Creole. Each time they make a selection, that choice will be announced to the voter and they can either change their selection or move on to the next race or question.



**All Election Day polling places and Early Voting locations will be accessible for persons with a disability. Disabled voters may use audio iVotronic, request to fill out a Declaration to Secure Assistance and may bring their own person to assist them or request assistance from an Election Board member. They may also view a captioned video online. To schedule a demonstration of the ADA accessible equipment, call 305-499-VOTE.**

Any voter who experiences difficulty with English, Spanish and Creole can ask for assistance at the polling location.

Miami-Dade staffs polling locations with bilingual poll workers who are ready and willing to assist.



## **Section 7 – RESTORATION OF CIVIL RIGHTS**

During the investigative phase, the Executive Clemency Board will consider, but not be limited to, the following factors when determining whether to grant an applicant restoration of civil rights or other form of clemency.

- The nature and circumstances of the offense;
- Prior and subsequent criminal record, including traffic offenses;
- Employment history;
- Mental health, drug, or alcohol issues;
- Domestic violence issues;
- Letters submitted in support of, or in opposition to, the granting of Executive Clemency.

The information this agency requests is necessary to provide the basic facts needed by the Clemency Board to make an informed judgment as to whether or not someone should be granted Restoration of Civil Rights or any other form of clemency. No one is under any obligation to furnish information. However, unless the Department receives the requested information, we will be unable to provide complete information to the Clemency Board.

If a request requires a hearing with an Examiner of the Florida Parole Commission, who is assigned to the investigative phase by the Clemency Board, the requestor will be scheduled for an interview. The Examiner may also speak with individuals who have written character or reference letters, employers, and other individuals who may be able to provide relevant information concerning the petitioner.

If someone is granted Restoration of Civil Rights based on the “Without a Hearing” investigation, they will be sent a Certificate of Restoration of Civil Rights to the address on file.

If the Clemency Board grants an application regarding a “With a Hearing” case, an Executive Order will be prepared, signed by the Clemency Board members, and a copy mailed to requestor.

If someone is a registered voter and the Elections Department is notified by the Clerk of the Circuit Court, the U.S. Attorney, or other agency, that they have been convicted of a felony, the Elections Department will research the matter.

If the Department determines that a person has been correctly identified and has been convicted of a felony, our office will notify them that they have been identified as a convicted felon and will give them the opportunity to present evidence showing that they are not a convicted felon.

If the evidence indicates that they are indeed a convicted felon, their name will be removed from the voter rolls. If the evidence confirms that they are not a convicted felon and their rights were not taken away, they will remain an active voter.

If someone has reason to believe that they may be identified as having a felony conviction, they should contact the Clerk of the Circuit Court in the county where the action may have been initiated for the Florida Department of Law Enforcement to confirm their status.

If someone has a felony conviction and believes their voting rights have been restored or wishes to make an application to have their rights restored, they should contact the Office of Executive Clemency at 850-488-2952.

## **Section 8 – VOTER FAQs**

### **What if a voter does not receive their Voter Information Card?**

Voters that have registered to vote or made a change (such as address or party affiliation) to their registration, and have not received their new Voter Information Card, may call 305-499-VOTE. **Please note, voters do not need their Voter Information Card to vote, only a photo ID with signature.**

### **Do Vote-by-Mail Ballots count?**

Yes, provided the ballot is returned no later than 7:00 p.m. on Election Day. Because the Elections Department will verify a voter's signature by comparing it to the signature on file, voters need to ensure their signature has been updated.

### **What if a voter's name is not found?**

An Elections Specialist stationed at the precinct will check to see if person is a registered voter by researching their information on a database at the polling place. If the poll worker informs a voter that they cannot vote, the person has the right to know the reason and vote a provisional ballot.

### **If a voter is registered as a non partisan will they be able to vote in a partisan election?**

Yes, but only during the General Elections. Nonpartisan voters will not be able to vote for a candidate during the Primary Elections because Florida is a Closed Primary State. This means that only voters who are registered members of a political party may vote for their respective party's candidates in a primary election.

However, if all candidates for an office have the same party affiliation and the winner will have no opposition in the general election, all qualified voters, regardless of party affiliation, may vote in the primary election for that office. This is known as a "Universal Primary Contest." Keep in mind there are nonpartisan races that are applicable to all registered voters, regardless of party affiliation. Voters should know their party affiliation before voting. Sample ballots can be viewed online at: <http://www.miamidade.gov/elections/>

### **Should voters vote a Provisional Ballot when they have an address change?**

No. The clerk will fill out an Affirmation Form to record the change of address. Voters must vote in their assigned home precinct so a voter who changes their address at the voting location may need to go to a different voting location on Election Day.

## **Section 9 – ELECTION LAW VIOLATIONS**

### **How to report election law violations**

Violations relating to Chapters 104 and 106 and section 105.071 should be reported by sworn written complaint to the Elections Commission.

Violations of either the National Voter Registration Act of 1993, the Help America Vote Act of 2002, any irregularities or fraud involving voter registration, candidate or issue petitions, and removal procedures or voting under the Florida Election Code should be reported in writing to the Florida Division of Elections. All other violations should be reported to the local State Attorney.

## ***Section 10 – ELECTION CALENDAR***

To view the registration deadlines, candidate qualifying dates for scheduled elections, and the election dates visit us online at: [http://www.miamidade.gov/elections/news\\_ecalendar.asp](http://www.miamidade.gov/elections/news_ecalendar.asp)

## ***Section 11 – IMPORTANT REMINDERS***

- All voters should familiarize themselves with the candidates and issues by reviewing their personal sample ballot in advance of voting.
- Voters should make sure the Elections Department has their updated signature and address on file.
- All polling places are open from 7:00 a.m. until 7:00 p.m. on Election Day.
- When voting at any voting location, whether at an early voting site or on Election Day, voters should ensure to bring a current and valid identification that contains their name, photograph, and signature.
- Voters need to ensure that their ballot is filled out and correct before leaving the voting booth.
- Florida is a Closed Primary State: per Florida Law, only voters who are registered members of a political party may vote for their respective party's candidates on the ballot during a Primary Election.