SUPERVISOR OF ELECTIONS, MIAMI-DADE COUNTY, FLORIDA

VOTE-BY-MAIL BALLOT REQUEST POLICY

To track the status of your vote-by-mail ballot, you may visit our website at http://www.miamidade.gov/elections/voter-information.asp.

Any registered voter eligible to vote in an election may request a vote-by-mail ballot by submitting their request in the following manner. A request for a vote-by-mail ballot must include the voter's name, date of birth, either their Florida Driver license number, Florida identification number, or the last four digits of their Social Security number, their current residence address, and the date of the election(s) for which a vote-by-mail ballot is needed. If the ballot is needed in accessible format, please indicate this at the time of the request. Requests will be accepted for an election no later than 5:00 p.m. on the 12th calendar day prior to the election.

1. **ONLINE/TELEPHONE** - A vote-by-mail ballot may be requested online at: www.miamidade.gov/elections, or via telephone at 305-499-8444.

2. **IN WRITING/E-MAIL/FAX** - A vote-by-mail ballot may be requested in writing, via email at votebymail@miamidade.gov, or via Fax at 305-499-8401. The written request **must** include the signature of the voter.

3. **IN PERSON** - Picture identification that contains the voter's name and signature must be presented when a vote-by-mail ballot is requested in person.

-Or-

4. **ISSUED TO VOTER'S DESIGNEE** - (*May request no more than two ballots other than his or her own per election, except that additional ballots may be requested for the designee's spouse or the parent, child, grandparent, grandchild, or sibling of the designee or designee's spouse).* A vote-by-mail ballot may be picked up at Miami-Dade Elections Department, **2700 NW 87th Avenue, Miami, FL 33172** or the Elections Department's Branch Office located in the lobby of the Stephen P. Clark Center, **111 NW 1st Street, Miami, FL 33128** (for countywide elections), 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 a legal guardian but not an immediate family member. The designee must complete an affidavit, available on our website at www.miamidade.gov/elections, stating the designee is authorized by voter to request the voter's ballot and indicate the relationship to the voter. Picture identification of the voter and the designee must be presented along with a written request from the voter containing the required information listed above and the following:
   - Name of person picking up the vote-by-mail ballot
   - Requester's relationship to the voter
   - If the voter is a member of the designee's immediate family, reason why the voter must have someone else pick up the vote-by-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 the 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 pick up a vote-by-mail ballot in person
   - Requester's Florida driver's license number, Florida identification number, or last four digits of Social Security number (if available)
   - Requester's Signature (written requests only)

Section 12-14 of the Code of Miami-Dade County contains penalties for picking up and/or returning vote-by-mail ballots if not authorized to do so as a designee.