Procedure for Absentee Voting

1. Individuals who wish to vote as an absentee may do so by requesting absentee voter forms in person at the District office during regular business hours or by writing to, calling, or emailing the District office.

2. Requests for absentee voter forms shall be made on an individual basis only. Requests for multiple absentee voter forms are not allowed.

3. All voters requesting to vote absentee must fill out an absentee ballot and a voter registration form, which states they are a resident of the District (Ottawa County) and are of legal age (18).

4. All voters must provide one piece of identification that demonstrates residency in Ottawa County. Acceptable forms of identification include, but are not limited to, a driver’s license or voter registration card. **A copy of one piece of identification must be provided in the pre-addressed envelope alongside the completed absentee ballot and the completed and signed voter registration form to cast a qualifying vote.**

5. Absentee voters must return their sealed, pre-addressed envelope with the appropriate forms through means of mail or in person at the District office during regular business hours. Emailing these forms is not permitted. Each sealed, pre-addressed envelope may only include one individual’s absentee voter forms.