

**PROCEDURE
FOR
REQUESTING A
BY-MAIL ABSENTEE BALLOT
FOR MARCH 6, 2012**

Request for a by-mail absentee ballot must contain the following information:

- 1) NAME OF REGISTERED VOTER**
- 2) ADDRESS AS REGISTERED IN COFFEE COUNTY**
- 3) SOCIAL SECURITY NUMBER**
- 4) DATE OF BIRTH**
- 5) ELECTION CHOICE - PRESIDENTIAL PREFERENCE PRIMARY,
COUNTY PRIMARY (MUST INDICATE REPUBLICAN OR DEMOCRAT)**
- 6) REASON FOR REQUESTING A BY-MAIL BALLOT MUST BE A
STATE APPROVED REASON AS FOLLOWS:**

1. You will be outside the county in which you are registered during the early voting period and on election day for any other reason other than imprisonment.
2. You are a full-time student, or spouse of such student in an accredited post secondary institution of learning in this state which is outside the county in which you are registered to vote.
3. You are hospitalized or medically unable to appear at the polling place or the commission office for this election (if your condition is permanent, you can qualify for the permanent absentee list by filing a statement from your physician with the county election commission.)
4. You are a caretaker of a hospitalized, ill or disabled person.
5. You are handicapped or disabled and your polling place is not accessible.
6. You expect to be unable to appear during the early voting period or at the polling place on election day because you are serving as a juror for a federal or state court.
7. You are 65 years of age or older.
8. You are a candidate for office in the election in which you wish to vote.
9. You are an election official, or a member or employee of the election commission on election day.
10. You are unable to appear during the early voting period or at the polling place on election day because of observance of a religious holiday.
11. You possess a valid commercial driver's license.

- 7) ADDRESS OF WHERE TO MAIL THE BALLOT**
- 8) VOTER'S SIGNATURE – IF VOTER IS UNABLE TO SIGN, THE
REQUEST MUST BE SIGNED BY TWO WITNESSES WITH THEIR
ADDRESSES.**

REQUEST MAY BE RECEIVED AS EARLY AS NINETY (90) DAYS BEFORE THE ELECTION BUT NOT LATER THAN SEVEN (7) DAYS BEFORE THE ELECTION IF ALL THE INFORMATION LISTED ABOVE IS CONTAINED IN THE REQUEST. IF YOU REGISTERED BY MAIL YOU MUST VOTE IN PERSON FOR YOUR FIRST ELECTION. ALL BALLOTS MUST BE RETURNED BY MAIL.

DATES TO ACCEPT REQUEST: WEDNESDAY, DEC. 7, 2011 – TUESDAY, FEB. 28, 2012

**COFFEE COUNTY ELECTION COMMISSION
1329 McArthur Street, Suite 6
Manchester, Tennessee 37355-2456
Phone: 931-723-5103 Fax: 931-723-8279**