

Voter Guide for Monroe County Voters

~~~

## **R. Joyce Griffin**

Supervisor of Elections  
Monroe County, Florida  
[info@keys-elections.org](mailto:info@keys-elections.org)

[www.keyselections.org](http://www.keyselections.org)

~~~

Key West Office

(MM 0)
530 Whitehead Street, Suite 101
Key West, Florida 33040
305-292-3416

Marathon Office

(MM 52.5)
100 Street Center
10015 Overseas Hwy.
Marathon, Florida 33050
305-289-6017

Key Largo Office

(MM 102)
102050 Overseas Hwy., Suite 137
Key Largo, Florida 33037
305-453-8740

January 16, 2014

Primary Election – August 26, 2014

Last date to register to vote or change party affiliation before the
Primary Election: July 28, 2014

Early Voting August 11 – August 23
8:30 AM to 5:00 PM

General Election – November 4, 2014

Last date to register to vote before the
General Election: October 6, 2014

Early Voting October 20 – November 1
8:30 AM to 5:00 PM

Early Voting

Early voting will begin Monday the 15th day before an election and end Saturday the 3rd day before an election.

Early Voting sites will be open 8:30 am to 5:00 pm

Early Voting Sites for County Elections:

- Supervisor of Elections Offices:
 - 530 Whitehead Street, #101, Key West
 - 10015 Overseas Hwy, Marathon
 - 102050 Overseas Hwy #137, Key Largo
- Public Libraries:
 - Big Pine Key Library located in the Winn Dixie Plaza
213 Key Deer Blvd.
 - Islamorada Branch Library, U.S. Hwy. 1, MM. 81.7 Islamorada

1. How to Register and When Can You Register

To register to vote, you must fill out a voter registration application. Voter registration applications are available at any of the Supervisor of Elections offices, the Monroe County web site www.keyselections.org, driver's license offices, state agencies that provide public assistance, state agencies that serve persons with disabilities, public libraries and many other public locations.

You will be offered the opportunity to apply to register to vote or change your voter registration when you obtain your driver's license, when you apply for public assistance at state agencies, or when you apply for services at state agencies that serve persons with disabilities.

A voter registration application is complete if it contains:

- * Your name.
- * Your legal residential address.
- * Your date of birth.
- * Your valid Florida driver's license number or Florida identification card number. If you do not have either of these, you must provide the last four digits of your Social Security number. If you have not been issued a Florida driver's license, a Florida identification card, or a Social Security number, you must indicate "none" in the box provided for this information.
- * A mark in the box affirming that you are a citizen of the United States of America.
- * A mark in the box affirming that you have not been convicted of a felony or, if convicted, you have had your civil rights restored.
- * A mark in the box affirming that you have not been adjudicated mentally incapacitated with respect to voting or, if so adjudicated, you have had your right to vote restored.
- * You must sign the oath printed on the form swearing or affirming under the penalty for false swearing that the information contained in the registration application is true. (Power of attorney is not accepted)

Note: An applicant who fails to designate a political party affiliation will be registered without party affiliation.

You can apply to register to vote at any time either by mail or in person. However, the registration books will be closed on the 29th day before each election and will remain closed until after that election. You must be registered for at least 29 days before you can vote in an election. The date your voter registration application is postmarked or hand delivered to your county Supervisor of Elections, the Division of Elections, a driver's license office, a voter registration agency, or an armed forces recruitment office will be your registration date. If your application is complete and you are qualified as a voter, a registration information card will be mailed to you.

When the registration books are closed for an election, voter registration and party changes will be accepted, but only for the purpose of subsequent elections.

2. Register by Mail

If you register by mail and you are a first-time voter in the State of Florida and you have not been issued a Florida driver's license number, Florida I.D. number, or a Social Security number, you are required to provide additional identification. To assure that you will not have problems when you go to vote, you should provide a copy of the required identification at the time you mail your voter registration form. If you are voting an absentee ballot, you must provide the proper identification prior to 7 p.m. Election Day or your absentee ballot will not count. You may provide a copy of a photo identification as outlined in "What to Expect at the Polls" or you may provide a copy of a current and valid utility bill, bank statement, government paycheck, or other government document containing your name and current residential address. Do not send original identification documents to the Supervisor of Elections.

The following persons are not required to provide the identification required under the previous paragraph:

- Persons 65 years of age or older.
- Persons with a temporary or permanent physical disability.
- Members of the uniformed services on active duty, their spouses and dependents, who by reason of such active duty, are absent from the county on Election Day.
- Members of the Merchant Marine, their spouses and dependents, who, by reason of service in the Merchant Marine, are absent from the county on Election Day.

3. Change in Name, Address, Party Affiliation or Update Your Signature

If you move your residence within Monroe County, you must notify the Supervisor of Elections office by phone or in writing with the change as soon as possible.

If you change your name by marriage or other legal process, you must notify the Supervisor of Elections of such change by completing a voter registration application or other signed written notice. Your date of birth is required. If you have not provided this information prior to going to vote, you will have to fill out a name change form at the polls before voting.

If you want to change your party affiliation, you must notify the Supervisor of Elections of such change by using a voter registration application or other signed written notice. Your date of birth is required. You cannot change your party at the polling place. To be effective for a primary election, a party change must be made at least 29 days before the primary election.

Voters moving from one Florida County to another Florida County may report their change of address to their new county by phone, mail, email, or fax.

If your signature has changed since the last time you signed a voter registration form, you should update your signature. When you return an absentee ballot or sign a petition, your signature is

verified against the signature we have on file. If the signatures do not match, your absentee ballot may not be counted or your petition may not be accepted. Voters may update their signature by completing a voter registration application. Applications may be obtained at libraries, municipal city halls, driver's license offices, state public assistance, and disability offices, armed services recruitment offices, www.keyselections.org or by calling the Monroe County Supervisor of Elections office.

- **Voter Information Cards** are mailed confirming new registration, voter updates or changes in polling sites.

4. Vote by Mail

All qualified voters are permitted to vote by mail under Florida Law.

A voter, or if directly instructed by the voter, a member of the voter's immediate family or the voter's legal guardian may request an absentee ballot from the Supervisor of Elections in person, by mail, submit your online request, or by telephone. One request can cover all elections through the next two regularly scheduled general elections. The person requesting an absentee ballot must disclose:

- * The name of the voter for whom the ballot is requested;
- * The voter's address;
- * The voter's date of birth;
- * The requester's name;
- * The requester's address;
- * The requester's driver's license number, if available;
- * The requester's relationship to the voter; and,
- * The requester's signature (written request only).

If you have not received your ballot two weeks before an election, contact your county Supervisor of Elections.

- Request for a vote by mail ballot to be mailed must be received prior to 5:00 pm the Wednesday before the election.
- Absentee ballots will be mailed by non-forwardable mail.
- If you request the vote by mail ballot to be mailed to an address other than an address on file in the Florida Voter Registration System, you must submit a signed written request, unless you are an absent uniformed services voter or an overseas voter.

Once you receive your vote by mail ballot, carefully follow the instructions sent to you with your vote by mail ballot or your ballot may not count. Sign and date the ballot certificate to ensure that your ballot is counted. Return the voted ballot so that the Supervisor of Elections office receives it no later than 7 p.m. on Election Day. Do not return your voted vote by mail ballot to a polling place.

You can track the status of your vote by mail ballot request and the ballot through the online voter registration lookup link at: www.keyselections.org.

Signature updates for provisional and vote by mail ballot verification purpose must be submitted no later than the start of the canvassing of absentee ballots. Canvassing may start as early as 15 days before Election Day. To update your signature, you must use a voter registration application and submit it to the Supervisor of Elections.

If you return a vote by mail ballot but fail to sign the Voter's Certificate on the ballot envelope, you may still have time to "cure" the defect by executing an affidavit to have your ballot canvassed and counted. The affidavit must be received by the Supervisor of Elections no later than 5:00 p.m. the day before the election. The affidavit must be accompanied by a copy of one of the following forms of identification:

- One that includes your name and photograph, which may be a U.S. passport, debit or credit card, military ID, student ID, retirement center ID, neighbor association ID, or public assistance ID; or
- One that includes your name and current residence address, which may be a current utility bill, bank statement, government check, paycheck, or government document (excluding voter ID card).

Instructions and the form for the affidavit are available at: www.keyselections.org.

5. Voter's Bill of Rights

Each registered voter in this state has the right to:

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

6. Voter Responsibilities

Each registered voter in this state should:

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

NOTE TO VOTER: Failure to perform any of these responsibilities does not prohibit a voter from voting.

7. What To Expect At the Polls

Polls will be open 7 a.m. until 7 p.m. on Election Day. To determine your polling place, check your voter information card, the Supervisor of Elections office, or the Supervisor of Elections web site: www.keyselections.org.

You will be asked to show a photo and signature identification when you go to the polls to vote. Acceptable forms of photo identification include:

- Florida driver's license
- Florida identification card issued by the Department of Highway Safety and Motor Vehicles
- United States passport
- Debit or credit card
- Military identification
- Student identification
- Retirement center identification
- Neighborhood association identification
- Public assistance identification

If your photo identification does not contain your signature, you will be required to show additional identification that provides your signature.

If you do not have the proper identification, you will be allowed to vote a provisional ballot.

“If you vote a provisional ballot because you did not have the proper identification, your ballot will be counted if your signature on the provisional ballot Voter's Certificate and Affirmation matches the signature on your registration record and if you voted in the proper precinct. You will not need to provide further written evidence to the Supervisor of Elections”.

Once your identity has been established, you will be asked to sign the precinct register or electronic device and then you will be given a ballot and allowed to vote.

If you need assistance marking your ballot, please inform the poll worker.

If you make a mistake when voting a paper ballot, ask for a replacement. You may receive up to two replacements, or a total of three ballots.

If your eligibility to vote cannot be determined, you will be allowed to vote a provisional ballot. A person casting a provisional ballot may present written evidence supporting his or her eligibility to vote to the Supervisor of Elections no later than 5 p.m. on the second day following the election.

8. Paper Ballots

After receiving a paper ballot, take your ballot to the privacy booth where you vote by filling in the oval next to your choice of candidate or issue. If you wish to vote for a write-in candidate, you must write in the name of the candidate and fill in the oval next to the name for the write-in vote to count.

Make sure that the oval is filled in completely.

Take your ballot (inside the secrecy folder provided) to the ICE tabulator. Insert your ballot into the slot of the ICE tabulator. After the ballot drops into the ballot box, leave your secrecy folder with the ballot box attendant and exit the polls.

9. Electronic Ballots Are Available For Those Voters with Disabilities

The Help America Vote Act (HAVA) requires all jurisdictions to have one tabulator in each precinct so voters with disabilities may vote in secret and without assistance.

After you sign the precinct register and have been given a ballot, proceed to the ICE tabulator. Hand your ballot to the ICE clerk who will assist you with instructions and setting up the tabulator.

10. Primary Elections & Universal Primaries

Florida is a closed primary state. If you wish to register to vote in a partisan primary election, you must be a registered voter in the party for which the primary is being held. All registered voters, regardless of party affiliation, may vote on issues and nonpartisan candidates.

However, Article VI, Section 5(b), Florida Constitution, provides that if all candidates have the same party affiliation and the winner will have no opposition in the general election, all qualified electors, regardless of party affiliation, may vote in the primary election for that office.

Nonpartisan judicial and school board offices, special districts and local referendum questions are included in primary elections. All registered voters, including those without party affiliation and minor political party voters are entitled to receive and vote these ballots.

At general elections, all voters receive the same ballot and may vote for any candidate or question on the ballot.

11 Change in Name, Address or Party Affiliation

Whenever you change your residence within the State of Florida, you should update your voter registration record. If you contact your Supervisor of Elections in the county of your new residence directly, you can make that change in person, by phone, by fax, by e-mail, or by other signed written notice (including a voter registration application), provided it includes your date of birth. If you submit your change to any other Supervisor of Elections in the state, to the Division of Elections, to the Department of Highway Safety and Motor Vehicles, or any voter registration agency, you have to use a voter registration application.

12 Change in Polling Place

Any time there is a change to your precinct location or polling place, you will receive notice or a new voter information card at least 14 days prior to the election. Notice will also be posted at least once in the newspaper, no sooner than 30 days before, but no later than 7 days before an election. A polling place or precinct change will also be posted on the Supervisor of Elections' website. In the case of an emergency and when time does not permit, the notice of the new polling place will be posted at the old polling place.