Dear Election Authority,

In order to ensure that every eligible voter is able to exercise their right to vote, we are sharing the following reminders related to voting by mail.

**Hospitalized Voters:**
Pursuant to 10 ILCS 5/19-13, any qualified voter that has been admitted to a healthcare facility (hospital, nursing home, or rehabilitation center) not more than 14 days (March 3, 2020) before the election or whom, if released, is expected to be homebound on the day of the election and unable to travel to a polling place, shall be entitled to personal delivery of a ballot. Procedures are as follows:

1. Voter must obtain an *Application for Ballot for Qualified Voter Admitted to Hospital, Nursing Home, or Rehabilitation Center*. The application can be obtained from the voter’s local election authority (county clerk or board of election commissioners), as determined by where the voter is registered to vote.

2. Voter must complete their application and their physician must complete and sign the *Certificate of Attending Physician* section of the application.

3. A completed application (signed by both the voter and their physician) may be hand delivered to the voter’s local election authority office by any registered voter from the that same precinct or by any legal relative of the voter. The precinct voter or the legal relative will be required to sign an affidavit affirming that they meet one of those qualifications.

4. After signing the affidavit, the precinct voter or legal relative may personally hand deliver the ballot to the voter at the healthcare facility where the voter is located.

5. Once the voter receives the ballot, they will privately vote the ballot and complete the certification on the ballot’s return envelope.

6. After depositing their voted ballot in the return envelope, the voter will securely seal the envelope and give the envelope to the precinct voter or to the legal relative. The ballot must be delivered back to the election authority before 7:00 p.m. on Election Day.

**Voters Who Did NOT Receive Their Vote by Mail Ballot:**
With the increased number of voters who requested their ballot at the deadline for mailing a Vote by Mail ballot, we may see an increase in the number of voters who present at the polls but who also appear on the list of voters who were sent a Vote by Mail ballot. In the event that they requested a Vote by Mail ballot, but did not receive it, they are allowed to vote in the polling place after completing an affidavit attesting as such.
Similarly, if a voter received a Vote by Mail ballot but left it at home, they can vote provisionally. If they brought the ballot with them to the polling place, they may spoil it and be given a new one.

Thank you for your hard work in serving Illinois voters during these difficult circumstances. As always, please feel free to contact me if you have any questions or concerns.

Brent

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