



## **BALLOT ENVELOPE OPENING AND REMOVAL PRESS RELEASE**

March 23, 2018  
Carolyn Hall, Education and Outreach Coordinator  
Barbara A. Jones, Municipal Clerk

FOR IMMEDIATE RELEASE

The Municipal Clerk's Office announces that ballot return envelope opening and removal will take place tomorrow, Saturday, March 24, 2018 beginning at 11:00 a.m. until 4:00 p.m. at the MOA Election Center at 619 East Ship Creek Avenue at Door D. Approximately 4,000 ballot return envelopes will be processed. The MOA Election Center will be open to the public during ballot processing.

Ballot return envelope opening and removal will take place on Saturday to make sure that election workers are able to stay caught up with ballot envelope opening due to expected volume of return envelopes next week.

"Vote by Mail is as easy as 1-2-3!"

1. Vote your ballot, filling in the ovals completely, place the ballot in the security envelope, then place both into the ballot return envelope.
2. Sign the declaration on the back of the ballot return envelope.
3. Return your ballot with first class postage through the United States Postal Service or save postage and drop it at a Secure Drop Box or return it to an Accessible Vote Center.

Ballot return envelopes must be returned to Secure Drop Boxes or Accessible Vote Centers by 8:00 p.m. on Election Day, April 3, 2018. If mailing a ballot return envelope with first-class postage, it must be postmarked by Election Day, April 3, 2018.

The Municipal Clerk's Office reminds voters that Accessible Vote Centers will open on Monday, March 26, 2018. The hours and locations may be found at [muni.org/elections/AVC](http://muni.org/elections/AVC).

For more election information, please visit [muni.org/elections](http://muni.org/elections)

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**CONTACTS:**

Carolyn Hall, Education and Outreach Coordinator  
Phone: 907-343-4764  
Email: [Hall-JensenC@muni.org](mailto:Hall-JensenC@muni.org)

Barbara A. Jones, Municipal Clerk  
Phone: 907-343-4312