

# MARYLAND

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

## FEDERAL POST CARD APPLICATION

SAMPLE FORM

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)			
APPLICATION FOR STATE OF _____		COUNTY OF _____	
		CITY OR TOWNSHIP OF _____ §	
I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.			
<b>1. APPLICANT INFORMATION</b> (See instruction 1.)		<b>6. POLITICAL PARTY AFFILIATION</b> (This information is required by most states to send you a ballot for primary elections. See instructions.) <b>E</b>	
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. SEX c. RACE	
d. DATE OF BIRTH		e. SOCIAL SECURITY NUMBER	
f. OTHER IDENTIFICATION NO. (passport, ID card)		<b>7. REMARKS</b> (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See instructions.)	
<b>2. I LAST VOTED or PLACE OF LAST REGISTRATION</b> (Do not leave this section blank. See instructions.)			
a. YEAR b. COUNTY, CITY, OR TOWNSHIP <b>B</b>		c. STATE d. VOTER REGISTRATION NO. (if known)	
<b>3. VOTING RESIDENCE</b> (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)			a. LAST DAY OF RESIDENCY
b. NUMBER AND STREET (do not use Post Office Box)			
c. CITY, TOWN OR VILLAGE <b>C</b>			d. STATE
e. COUNTY OR PARISH		f. ZIP CODE (9-digit, if known)	
<b>4. MAIL ABSENTEE BALLOT TO:</b> (Mailing address where you want the ballot to be sent.)			
<b>D</b>			
<b>5. YOUR FAX NUMBER</b> (If this application is faxed, include all international prefixes. See Instructions.)		<b>8. AFFIRMATION BY APPLICANT</b> <b>F</b>	
		X only one: a, b, c or d	
		I swear/affirm, under penalty of perjury, that I am: (See instructions)	
		a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent.	
		b. a U.S. citizen temporarily residing outside the U.S.	
		c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent.	
		d. other U.S. citizen residing outside the U.S.	
		e. I am a U.S. Citizen, eligible to vote in the above jurisdiction, and subscribe to any required state/local oath or statement.	
		f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated.	
		g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S.	
		h. The information on this form is true and complete.	
		<b>i. SIGNATURE OF APPLICANT</b> <b>G</b>	
		<b>j. DATE</b>	
		DATE SIGNED	
		(If required by state law)	
<b>9. WITNESS/NOTARY ADDRESS AND SIGNATURE</b>			
(If required by state law)			

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

### Application Instructions

*Circled letters on the form above correspond to the instructions below. You must complete all shaded areas.*

**A** If you have a current, valid Maryland Driver’s License or MVA identification card, enter the identification number in Item 1.f. Only if you do not have a current, valid Maryland Driver’s License or MVA identification card, enter at least the last four digits of your Social Security number in Item 1.e. If you do not possess either of these identifications, Maryland will assign a number that will serve to identify you for voter registration purposes.

**B** Do not leave blank. Enter “N/A” if not applicable or if you are a first time voter.

**C** Provide the complete street address of your Maryland voting residence. A post office box is insufficient. If your address includes a rural route, describe its location in Item 7. For example: “on Highway \_\_\_\_\_, 2 miles past Highway \_\_\_\_\_, across the street from the \_\_\_\_\_ gas station.” This address must be different from the one provided in Item 4 and must be within the county to which this application is being mailed.

**D** Print the complete address where you want your ballot sent — usually your current mailing address. It must be different from the address you provided in Item 3.

**E** Generally, you must be affiliated with a political party to vote in that party’s primary elections. If you do not list a party affiliation, you will be registered as “unaffiliated.” Political party affiliation is not required if you are only requesting an absentee ballot for a general election. If you are currently registered and want to change your political party affiliation, you must submit a completed FPCA, including your new political party choice or “unaffiliated,” to the local election board not less than 84 days before the primary.

**F** Check ONE box.

**G** You must sign and date the FPCA. By signing, you are swearing or affirming that the information is true and correct.

## I. UNIFORMED SERVICES

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Maryland and members of the Uniformed Services and their family members. Uniformed Services are defined as the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration.

### B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local Board of Elections early every year and whenever you change your mailing address (see Chapter 2).

To register and request an absentee ballot, send a completed FPCA to the local Board of Elections so that it is postmarked not later than the 21st day before the next election (the date on which registration closes).

If you are already registered and only wish to request an absentee ballot, send a completed FPCA or other written correspondence to the local Board of Elections so that it arrives not later than the Tuesday before the election. Any written correspondence must contain your signature, your name and mailing address, any Maryland residential address and your date of birth, and must state that you may be absent from your Maryland county of residence on election day.

### C. Casting Your Vote

**Ballot Return Deadline:** Make sure your voted ballot is postmarked not later than the day before the election. Your voted ballot must arrive at the local Board of Elections by U.S. Postal Service according to the following timetable:

- If mailed from within the U.S. - on or before 4 p.m. on the Wednesday after election day.
- If mailed from outside the U.S. for a gubernatorial primary - on or before 10 a.m. on the second Wednesday after election day.
- If mailed from outside the U.S. for a general or special election or for a Presidential primary - on or before 10 a.m. on the second Friday after election day.

Local election officials mail absentee ballots approximately 30 to 40 days before the election.

You must sign an oath stating your eligibility to vote by absentee ballot when you return a voted absentee ballot.

If you are outside the U.S. and have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions below in F. and in Chapter 2, page 12.

### D. Notary/Witness Requirements

Registration and voting materials need not be notarized or witnessed.

### E. Electronic Transmission of FPCAs and Ballots

- Maryland allows you to send the FPCA for absentee ballot request by fax. After faxing, submit the FPCA by mail. You may not submit the FPCA for registration by fax.
- Maryland allows you to receive the blank ballot by fax.
- Maryland does not allow you to return the voted ballot by fax.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. Use the following numbers:

DSN 223-5527  
(703) 693-5527  
1-800-368-8683

Additional international toll-free fax numbers are listed on the inside back cover.

### F. Federal Write-In Absentee Ballot

Maryland has expanded the use of the Federal Write-In Absentee Ballot (FWAB), SF 186, for overseas voters. The instructions described in Chapter 2 of this Guide remain the same, except that Maryland allows eligible overseas voters to use the FWAB to vote in any election for any Federal, state or local office.

### G. Application for Ballot by Proxy

Until the closing of the polls on election day, a registered voter or the voter's duly authorized agent may apply in person for an absentee ballot at the office of the local Board of Elections if the voter may be absent from the voter's Maryland county of residence on election day.

The application must be made under penalty of perjury and must specify the reason for absentee voting. A qualified applicant may designate an agent to pick up and deliver the absentee ballot. The agent:

- must be at least 18 years old

***Notify Your Local Election Official About Your Current Mailing Address***

- may not be a candidate on the ballot
- must be designated by the voter in writing and signed under penalty of perjury
- must sign an affidavit under penalty of perjury

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

## II. CIVILIANS OUTSIDE U.S.

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Maryland and overseas citizens as defined in the following sentence. The term “overseas citizen,” for purposes of the UOCAVA, means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in Maryland. The term includes:

- civilian employees of the U.S. Government serving outside the U.S. and their spouses and dependents (for local, state and Federal office ballots)
- members of the American Red Cross, Society of Friends, or USO serving with the Armed Forces outside the U.S. and their spouses and dependents (for local, state and Federal office ballots)
- other overseas citizens (for Federal office ballots only)

### B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local Board of Elections early every year and whenever you change your mailing address (see Chapter 2).

To register and request an absentee ballot, send a completed FPCA to the local Board of Elections so that it is postmarked not later than the 21st day before the next election (the date on which registration closes).

If you are already registered and only wish to request an absentee ballot, send a completed FPCA or other written correspondence to the local Board of Elections so that it arrives not later than the Tuesday before the election. Any written correspondence must contain your signature, your name and mailing address, any Maryland residential address and your date of birth, and must state that you may be absent from your Maryland county of residence on election day.

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**Ballot Return Deadline:** Make sure your voted ballot is postmarked not later than the day before the election. Your voted ballot must arrive at the local Board of Elections by U.S. Postal Service according to the following timetable:

- For a gubernatorial primary - on or before 10 a.m. on the second Wednesday after election day.
- For a general or special election or for a Presidential primary - on or before 10 a.m. on the second Friday after election day.

Local election officials mail absentee ballots out approximately 30 to 40 days before the election.

You must sign an oath stating your eligibility to vote by absentee ballot when you return a voted absentee ballot.

If you have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions below in F. and in Chapter 2, page 12.

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The application must be made under penalty of perjury and must specify the reason for absentee voting. A qualified applicant may designate an agent to pick up and deliver the absentee ballot. The agent:

- must be at least 18 years old
- may not be a candidate on the ballot
- must be designated by the voter, in writing and signed under penalty of perjury
- must sign an affidavit under penalty of perjury

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

### III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

#### A. Bars to Registration and Voting

The following persons may not register or vote:

- An individual who has been convicted of an infamous crime (any felony, treason, perjury, or any crime involving an element of deceit, fraud, or corruption) unless:
  - the individual has been pardoned, or
  - for a first conviction, the individual has completed the sentence imposed, or
  - for a second or later conviction, at least three years have passed since the individual completed the sentence imposed.
- An individual convicted more than once of a crime of violence (unless the individual has been pardoned)
- An individual under guardianship for mental disability
- An individual convicted of buying or selling votes

#### B. Statewide Voter Registration; Removal From Voter Rolls

Maryland voter registration applies statewide. It is not necessary for a voter who is registered in one Maryland county to re-register when the voter moves to a different Maryland county. However, it is the responsibility of the voter to notify Maryland of any change of address by the deadline to register to vote before an election. If it is apparent that a person has moved out of Maryland entirely, that person can be removed from the voter rolls for failing to provide a current address and then failing to vote in two general elections.

#### C. Action on FPCA Requests

Local boards of elections perform voter registration and absentee ballot processing. To register or request an absentee ballot, you should contact the board in your Maryland county of residence.

#### D. Action Upon Denial of Registration or Absentee Ballot Request

If a local Board of Elections denies your voter registration application or absentee ballot request, the local board will provide you with the reason(s) for the rejection. A person denied registration may appeal to the county circuit court. Consult a legal assistance officer or civilian counsel.

#### E. Where To Send It

Mail the FPCA to the [Board of Elections](#) in your Maryland county of residence at the appropriate address listed below:

County	County Seat	Zip Code
Allegany	701 Kelly Road, Suite 213 Cumberland	21502-3401
Anne Arundel	PO Box 490 Glen Burnie	21060-0490
Baltimore City	Benton Office Bldg., Room 129 417 E. Fayette Street, Baltimore	21202-3432
Baltimore County	106 Bloomsbury Avenue Baltimore	21228-5220
Calvert	PO Box 798 Prince Frederick	20678-0798
Caroline	Health & Public Services Building 403 S. 7th Street, Suite 247, Denton	21629-1335
Carroll	225 N. Center Street Westminster	21157-5194
Cecil	129 E. Main Street, Court House Room 332, Elkton	21921-5970
Charles	PO Box 908 La Plata	20646-0908
Dorchester	PO Box 414 Cambridge	21613-0414
Frederick	Winchester Hall, 12 E. Church Street Frederick	21701-5447
Garrett	2008 Maryland Hwy., Suite 1 Mountain Lake Park	21550-6349
Harford	18 Office Street Bel Air	21014-3778
Howard	8900 Columbia 100 Parkway Columbia	21045-2339
Kent	135 Dixon Drive Chestertown	21620-1141
Montgomery	PO Box 4333 Rockville	20849-4333
Prince George's	14741 Governor Oden Bowie Drive Suite L205, Upper Marlboro	20772-3070
Queen Anne's	County Annex Building, Box 274 Centreville	21617-0274
St Mary's	PO Box 197 Leonardtown	20650-0197
Somerset	PO Box 96 Princess Anne	21853-0096
Talbot	PO Box 353 Easton	21601-0353

***Don't Be A Spectator...Get In The Game! Vote!***

by Maj Douglas S. Smellie, USAF, Vandenberg Air Force Base, California

<b>County</b>	<b>County Seat</b>	<b>Zip Code</b>
Washington	35 W. Washington Street, Room 101 Hagerstown	21740-4834
Wicomico	PO Box 4091 Salisbury	21803-4091
Worcester	100 Belt Street Snow Hill	21863-1310

