



Voter Registration and Elections
Teresa F. Smithson
General Registrar/Director of Elections
PO BOX 419
HANOVER, VA 23069-0419

E-mail: tfsmithson@hanovercounty.gov
Website: www.co.hanover.va.us/registrar

Phone: 804-365-6080
Fax: 804-365-6078

Absentee FAQs

Vote by Mail:

1. How do I apply for a Vote by Mail ballot?

- a. You can apply for a vote by mail ballot in one of four ways:
 - i. Online- If you would prefer to submit a vote by mail application online, please go to <https://vote.elections.virginia.gov/VoterInformation/Lookup/absentee>. A valid Virginia driver's license is required for this option. This information is necessary so the system can pull your signature for the application.
 - ii. Email- If you do not have a valid Virginia driver's license, we are more than happy to email you an application. Please email HanoverVoting@hanovercounty.gov to request that an application be sent to you.
 - iii. Mail- If you would prefer to receive a paper application through the mail, please call our office at 804-365-6080 & an associate will be happy to assist you. Please allow 5-7 business days for your application to arrive at your residence.
 - iv. In-Person- If you would prefer to fill out an application/drop it off in person, please feel free to stop by our office at 7497 County Complex Rd. Hanover, VA 23069. Business hours are Monday – Friday, 8:30 AM – 5:00 PM.

2. I am a Hanover County citizen who is currently active duty military/living overseas. Does this change my application process?

- a. Yes, overseas and military voters are encouraged to complete a Federal Postcard Application (FPCA). You can complete a FPCA at <https://www.fvap.gov/eo/overview/materials/forms>. Should you have any difficulties with the website, we are more than happy to email or mail you a FPCA form. A FPCA differs from a standard application in that military and overseas voters are eligible to get a ballot emailed to them and it expires every **two** years instead of annually. If you have any further questions on FPCAs, contact our office at 804-365-6080.

3. When will Vote by Mail ballots be sent out for the 2021 November General election?

- a. Early voting always begins 45 days before Election Day. For the November General election, your ballots will be mailed out on September 17th.

4. When is the last day to turn in a Vote by Mail application/ ballot for the 2021 November General election?

- a. Application- October 22nd by 5:00 pm
- b. Ballot- November 2nd by 7:00 pm

5. Is a witness signature required for the 2021 November General election?

- a. Yes, it is. In accordance with SB 1097, the only time a blank witness signature line is not considered a material omission that invalidates a vote is during a “declared state of emergency related to a communicable disease of public health threat”. If such an emergency is not in effect, then a witness signature is required.

6. Do you have a drop box for returned ballots?

- a. Yes, there is only one drop box in Hanover County and it is located outside of our office at the County Complex. The address is 7497 County Complex Rd. Hanover, VA 23069. The drop box is red, white, and blue, and is located near the sidewalk of the Wickham building.

7. How do I know that my Vote by Mail ballot has been received?

- a. You can go online to <https://vote.elections.virginia.gov/VoterInformation/Lookup/status> and use the Citizen Portal to check on your ballot status. Enter your information into the prompts and you will be able to see the necessary material. You may also call our office at 804-365-6080 and we will be more than happy to check it for you.

8. I applied for a Vote by Mail Ballot, but never received it. What should I do?

- a. We will need you to fill out a Golden Rod Form as soon as possible. The Golden Rod Form is just verification that you never received/lost your ballot and gives us leave to send you another one. We can either email the form to you or send it in the mail and as soon as we get that form back, we will send out another ballot immediately.

9. If I received a Vote by Mail Ballot and have decided I want to vote in person instead, what do I do?

- a. Simply bring your vote by mail ballot with you to the Early Voting Center or your polling precinct and surrender it to one of our Officers of Election. Once you surrender the ballot, you will be allowed to vote normally.

10. Do I need to place a label where it says “Place Voter Label Here”?

- a. No, you do not need to take any further action at this time. That label has already been placed on the front of your return envelope for you (it’s the one with the barcode). We put that label on the front instead of the back in its allotted slot because the machines used by the USPS rip the barcode, which makes it difficult when it comes time to scan your ballot into our system.