

**ELECTION NOTICE FOR USE WITH THE
FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB)
R.C. 3511.16**

Issued by the Defiance County Board of Elections

BOE to check one:

- Initial notification (to be posted 100 days prior to date of election)
 Updated notification (to be posted 45 days prior to date of election)

August 8, 2017 SPECIAL ELECTION

(month, date, year, primary/general/special)

No Candidates or Seats to be decided at this SPECIAL ELECTION			
Name of Candidate	Office /District/Term	Party	Precincts

No State Issues have been submitted to the Defiance County Board of Elections for this Special Election		
Number	Title	Precincts

No Local Questions or Issues have been submitted to the Defiance County Board of Elections for this Special Election		
Number	Title	Precincts

**INSTRUCTIONS TO VOTER FOR INDICATING YOUR CHOICES ON A
FEDERAL WRITE-IN ABSENTEE BALLOT (FWAB):**

To complete a Federal Write-In Absentee Ballot (FWAB), go to www.fvap.gov. You have the option of downloading a blank, hard copy FWAB to complete by hand, or proceeding through electronic completion of the FWAB using the website's FWAB Wizard.

The first page of the FWAB is a Voter Declaration/Affirmation you must complete in order for your ballot to count.

After completing the Voter Declaration/Affirmation, use the initial election notice issued on the 100th day before the election and the updated election notice issued on the 45th day before the election as a guide to:

- (1) write the name of each candidate or issue contest for which you are casting a vote and then
- (2) write the name of your choice of candidate or choice for or against an issue.

After you have completed the FWAB, **you must PRINT the ballot and MAIL it to your county board of elections at this address:**

Defiance County Board of Elections
1300 East Second Street - Suite 103
Defiance, OH 43512 - 2483

A complete listing of all county board of elections mailing addresses and contact information is available at <http://www.sos.state.oh.us/SOS/elections/electionsofficials/boeDirectory.aspx#dir>.

Do not send your ballot via e-mail or fax; Ohio law prohibits electronic transmission of a voted ballot.

INSTRUCTIONS TO COUNTY BOARDS OF ELECTIONS FOR COMPLETING THE NOTICE

- This form is provided as a Microsoft Word template that you edit by removing contests not relevant to the election and adding additional lines for candidates, depending on the election notice requirement.
 - To remove/delete contests, move your cursor over the text box you wish to delete; in the upper right corner a four-way arrow in a box will appear, right-click on that box, then select “cut” to remove the text box.
 - To add lines to accommodate the correct number of candidates / offices under each category, click inside the last row of the category for which you need to add additional lines, then hit the Tab key on your keyboard. Continuing to hit the tab key will add more rows. If you are using Office 2007 or higher, you have the ability to right-click inside one of the cells then from the menu that appears, select “Insert” then “Insert rows above” or “below” depending on your intended outcome, etc.
- Be sure to “Save As” after you have started.
- In the event that a contest is non-partisan (i.e., the candidate’s party affiliation does not appear on the ballot) place “N/A” in the column provided for Party.
- When providing the precinct designation, you should group precincts by the highest common description:
 - County
 - City, Village, or Township name
 - Ward number
 - Ward number, Precinct Number
 - Precinct number
 - Precinct number (part)
- Issue number is only necessary when an issue number has been assigned by the Secretary of State or the county board of elections.
- FTC means “Full Term Commencing” and UTE means “Unexpired Term Ending.”