

**LETTER TO VOTER  
REGARDING RECEIPT OF UNSIGNED VOTE BY MAIL BALLOT**

Date: \_\_\_\_\_

Voter's Name: \_\_\_\_\_

Voter's Address: \_\_\_\_\_

City State, Zip Code: \_\_\_\_\_, \_\_\_\_\_

Dear Voter,

**We have received your vote by mail ballot, but it is not signed.**

Pursuant to Election Code Section 3019, if an elections official determines that a voter has failed to sign the identification envelope, the elections official shall not reject the vote by mail ballot if the voter does any of the following:

- Signs the identification envelope at the office of the elections official during regular business hours before 5 p.m. on the eighth day after the election.
- Before 5 p.m. on the eighth day after the election, completes and submits an unsigned ballot statement in substantially the following form:

(You have until no later than 5 p.m., on Wednesday, November 13, 2019 to complete this action.)

**READ THESE INSTRUCTIONS CAREFULLY BEFORE COMPLETING THE STATEMENT. FAILURE TO FOLLOW THESE INSTRUCTIONS MAY CAUSE YOUR BALLOT NOT TO COUNT.**

1. In order to ensure that your vote by mail ballot will be counted, your statement below should be completed and returned as soon as possible so that it can reach the elections official of the City of Santa Barbara no later than 5 p.m. on the eighth day after the election.
2. You must sign your name on the line below (Voter's Signature) and fill in your residence address.
3. Place the statement into a mailing envelope addressed to your local elections official. Mail, deliver, or have delivered the completed statement to the elections official. Be sure there is sufficient postage if mailed and that the address of the elections official is correct.
4. **If you do not wish to send the statement by mail or have it delivered**, you may submit your completed statement by facsimile transmission at (805) 897-2623 to your local elections official, or scan/email it to [Clerk@SantaBarbaraCA.gov](mailto:Clerk@SantaBarbaraCA.gov), or, if the election has not yet been held, you may submit your completed statement to a polling place within the city (or a ballot drop-off box if provided), before the close of the polls on election day.

**UNSIGNED BALLOT STATEMENT**

I, am a registered voter of the City of Santa Barbara, County of Santa Barbara, State of California. I **declare under penalty of perjury** that I requested and returned a vote by mail ballot and that I have not and will not vote more than one ballot in this election. **I am a resident of the precinct in which I have voted, and I am the person whose name appears on the vote by mail envelope.** I understand that if I commit or attempt any fraud in connection with voting, or if I aid or abet fraud or attempt to aid or abet fraud in connection with voting, I may be convicted of a felony punishable by imprisonment for 16 months or two or three years. I understand that my failure to sign this statement means that my vote by mail ballot will be invalidated.

Voter's Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Your prompt attention to this matter will ensure that your ballot will be counted.

Please contact me at 805-564-5309 or [clerk@santabarbaraca.gov](mailto:clerk@santabarbaraca.gov) if you have any questions or need further information.

Sarah Gorman, CMC, City Clerk Services Manager