



A Guide to Voting in Baxter County, Arkansas

*Voter Registration • Absentee Ballots • Early Voting
Voting Systems • Military Voters*



Voting Directory

**Arkansas Secretary of State
Elections Division**

(800) 482-1127

**State Board of Election
Commissioners**

(800) 411-6996

County Clerk

(870) 425-3475

**Election Commission &
Coordinator**

(870) 580-5602

For more information on elections and voting, visit the
Arkansas Secretary of State's website:

www.sos.arkansas.gov

Table of Contents

Voter Verification Requirement	5
Voter Verification Cards	6
Voter Registration	7
Registration Requirements	7
Where can I Apply?	7
Apply by mail	7
I.D. Requirements for Registration	8
Registration Deadlines	8
New Registration	8
Voter Registration Drive	8
Address Change	8
How do I know I'm registered?	9
Special Registration Issues	9
Registered in another state or county	9
College Student attending college outside of Baxter County	9
Own Property in more than one county or state	10
Military	10
Updating your Voter Information	10
Restoring Voting Rights as a Convicted Felon	10
Casting Your Ballot	11
Voting on Election Day	11
Voting Early	11
What to expect when voting	11
Sample Ballots	11
Electioneering	11
Check In Procedures	12
ExpressVote Procedures	12
Ballot Box Procedures (DS200)	13
Provisional Voting	13
Procedures for casting a Provisional Ballot	13
Baxter County Vote Centers	14
Absentee Voting	15
Deadlines for Applications	15

Obtaining your Absentee Ballot	16
Returning your Absentee Ballot	16
Absentee Voting with Assistance	16

Voter Verification Requirement

Requirements for Voters to Verify Registration

Each voter shall verify his or her registration when voting by presenting a document or identification card that:

1. Shows the name of the person to whom the document or identification card was issued;
2. Shows a photograph of the person to whom the document or identification card was issued;
3. Is issued by the United States, the State of Arkansas, or an accredited postsecondary educational institution in the State of Arkansas; and
4. If displaying an expiration date, is not expired or expired no more than (4) years before the date of the election in which the voter seeks to vote.

Documents and identification cards that will be accepted as verification of voter registration include without limitation:

- State of Arkansas Driver's License
- State of Arkansas Photo ID
- State of Arkansas Concealed Handgun License
- United States Passport
- An employee badge or photo ID issued by an accredited postsecondary educational institution in the State of Arkansas
- United States Military ID
- County Clerk Issued Voter ID Card

A person who is a resident of a long-term care or residential care facility licensed by the State of Arkansas is not required to verify his or her registration by presenting a identification card, but must provide a Document of Residency form from the administrator of the facility attesting that the person is a resident of the facility.

Voter Verification Cards

Voters who do not possess a valid form of identification meeting the requirements described previously can obtain a free voter verification card at the county clerk's office.

To obtain this voter verification card, voters will be required to:

- Make an appointment, complete an affidavit stating they do not possess such identification, and must provide documentation containing their full legal name and date of birth, as well as documentation containing their name and residential address.
- Please contact us at (870) 580-5602 for more information regarding acceptable forms of identification.

Voter Registration

Registration Requirements

To register to vote, you must:

- Be a citizen of the United States
- Be an Arkansas resident
- Be age 18 or older on or before the next election
- Not be convicted of a felony without your sentence having been discharged or pardoned.
- Not presently adjudged as mentally incompetent as to your ability to vote by a court of competent jurisdiction

Where can I Apply?

Register to vote at your local:

- County Clerk's Office
- DMV
- Local Library
- Public Assistance Agencies
 - Food Stamps, Medicaid, Aid to Families with Dependent Children, and the Women, Infants and Children Program
- Agencies that offer state-funded programs and services to persons with disabilities
- Military Recruitment office

Apply by mail

Obtain an application from:

- The County Clerk's Office
- Online at www.sos.arkansas.gov/elections
- Online at www.baxtercountyar.gov/elections

I.D. Requirements for Registration

If you are registering to vote by mail:

- You must provide either your Arkansas driver's license number or the last four digits of your Social Security number on your Arkansas Voter Registration Application. If you don't have either a driver's license or Social Security number, check the box in #9 on the application.
- If you check the box in #9 indicating that you do not possess either number, you should submit a photocopy of one of the following with your application:
 - Current and valid photo identification
 - A copy of a current utility bill, bank statement, government check or paycheck that shows your name and address

Registration Deadlines

New Registration

- You must submit your application to a voter registration agency or mail it no later than 30 days prior to an election in which you wish to vote. The postmark on a mailed application will be its submission date.

Voter Registration Drive

- If you completed your application at a voter registration drive, the organizers must submit it to the county clerk or Secretary of State within 21 days of the date on the application and no later than 30 days prior to the next election. It is your responsibility to verify your voter registration status with the Clerk's office prior to the election if you registered at a voter registration drive or a public assistance office.

Address Change

- If you are changing your residence from another county within the State of Arkansas, your updated registration must be received by the county clerk's

office in Baxter County no later than 7:30 on any scheduled election day in order for you to be eligible to vote.

If you submit your application close to an election registration deadline, you are strongly advised to follow up with your county clerk BEFORE Election Day to verify your registration.

When an election deadline is near, there is one method of application that will ensure your eligibility: APPLY IN PERSON AT THE COUNTY CLERK'S OFFICE

How do I know I'm registered?

- Contact the county clerk's office, giving at least 2 weeks from when you mailed or hand delivered your application.
- Go online to www.voterview.ar-nova.org and enter your name and date of birth to see if your application has been processed.

Special Registration Issues

Registered in another state or county

- If you have moved to Arkansas from another state, notify the voter registrar in your previous state of residence to request cancellation. Be sure to submit a new registration application to your Baxter County Clerk.
- If you have moved from one county to another within Arkansas, you must transfer your registration to Baxter County.
- For questions about transferring your registration, ask the county clerk's office for assistance.

College Student attending college outside of Baxter County

- You must decide which county you consider "home."
- If you plan to live in Baxter County after college, then list your parents' address as your residence.
- If you DO NOT intend to return there, you may list your college address as your residence.

Own Property in more than one county or state

- You must register to vote wherever you actually “live or reside.”
- Owning property or a business in a county does not constitute residency in that county.
- If you have multiple residences in different states and spend time at both during the year, in general, you should register to vote where your driver license says you live and where you claim your homeowner’s property tax exemption.

Military

For voting purposes, military service members, their families and U.S. citizens residing overseas may use the address where they resided before entering service or their legal U.S. residence as the address where they register to vote. You can register to vote by:

- An Arkansas Voter Registration Application
- Online at www.fvap.gov

Updating your Voter Information

- It’s important to update your voter information whenever you move or have a legal name change.
- Keeping your record current can help avoid delays on Election Day.

Restoring Voting Rights as a Convicted Felon

- A convicted felon desiring to register to vote must provide the county clerk with proof from the appropriate state or local agency that the felon has been discharged from probation or parole, has paid all probation or parole fees, satisfied all terms of imprisonment, and paid all applicable court costs, fines and/or restitution.

Casting Your Ballot

Voting on Election Day

- Baxter County has vote centers, meaning that any Baxter County voter can go to ANY of the vote centers within the County to cast their vote.
- Polls are open from 7:30 a.m. – 7:30 p.m.

Voting Early

- Early Voting in Baxter County takes place at First United Methodist Church located at 605 West 6th Street in Mountain Home.
- It begins 15 days before a preferential primary or general election
 - Hours are Monday – Friday 8:00 a.m. – 6:00 p.m., Saturdays from 10:00 a.m. – 4:00 p.m. and the Monday prior to Election Day from 8:00 a.m. – 5:00 p.m.
- For runoffs, school or special elections, early voting begins 7 days prior to election day.
 - Hours are Tuesday – Friday from 8:00 a.m. – 4:30 p.m. and the Monday prior to election day from 8:00 a.m. – 4:30 p.m.

What to expect when voting

Sample Ballots

You may find a sample of what is on your ballot by:

- Go online to www.voterview.org
- Go to the Clerk's Office to have a sample ballot printed
- Sample ballots are available at all vote centers for viewing only

Electioneering

Electioneering is not allowed within a 100 feet of the main entrance of the polling location or inside the voting area. Examples of Electioneering are:

- T-Shirt, Hat, Stickers (Anything with a candidate name or logo on it.)

- Talking about the candidates, measures or anything else on the ballot.

Check In Procedures

- Go to the poll book station
- You will show the election official your approved photo ID
- You will be required to state: Name, Address and Date of Birth
 - If the address that you give differs from the address in the tablet, you will be asked to complete a Change of Address Card.
- The Election Official will verify your information on the tablet
- You will sign the tablet
- In a primary election, you must state the party primary in which you wish to vote.
 - If you are a registered Democrat and would like a Republican Ballot style, you must change your party affiliation to either Optional or Republican.
 - Non-partisan is Judicial, Prosecuting Attorney races, School and State Tax Measures Only
- The ExpressVote Printer will print the precinct information on your ballot
- The Election Official will hand you your ballot
- Take your ballot and photo ID to the Sign-In table

ExpressVote Procedures

Voting instructions will be available on the ExpressVote

- Place your ballot in the ExpressVote
- Mark your selections on the ExpressVote
- Review your selections on the screen
 - To make a change, touch a selection to return to the ballot
- Print Ballot
 - Please review your ballot after it has printed!
 - If you need to make any change, please alert an Election Official. Do not place your ballot in the ballot box.
- Take your ballot to the ballot box (DS200)

Ballot Box Procedures (DS200)

- Review your ballot. Ballot selections are printed on the ballot
- If you would like to change a selection, vote for a contest that you skipped or if you find an error: Do not place your ballot in the ballot box!
- See an Election Official
- Place your ballot on the green arrow of the ballot box
- Wait until the ballot box screen displays "Thank you for Voting"

Provisional Voting

There are several reasons why you may be asked to vote a Provisional Ballot including:

- Your name does not appear on the precinct voter registration list;
- You are unable to show the proper identification;
- You have been issued an absentee ballot;
- You voted during early voting;
- You have been challenged by a poll watcher;
- You are flagged a first-time voter – failed to show required documents;
- You requested an alternative ballot

Procedures for casting a Provisional Ballot

- A poll judge will write your name and address down on the list of provisional voters and fill out a Provisional Voter Envelope which you will sign.
- You will then be issued a ballot and taken to a ExpressVote to vote your ballot.
- Once the ballot has printed and been reviewed, you will take it back to the poll judge and place the ballot into a secrecy envelope.
- The secrecy envelope will be placed into the Provisional Ballot Envelope and placed into a blue metal ballot box.
- You will be given a Notice to Provisional Voters with a time and date that the Commissioners will hold hearings to determine whether the vote is valid and should be counted.

Baxter County Vote Centers

- Baxter County Training Center
 - 170 Dillard Drive, Midway, Arkansas 72651
- Big Flat City Hall
 - Hwy 14, Big Flat, Arkansas 72617
- East Side Baptist Church
 - 718 East 9th Street, Mountain Home, Arkansas 72653
- First United Methodist Church
 - 605 West 6th Street, Mountain Home, Arkansas 72653
- Henderson Fire Station
 - 12487 Hwy 62 East, Henderson, Arkansas 72544
- Lakeview Civic Center
 - 14 Skyles Lane, Lakeview, Arkansas 72642
- Lone Rock Baptist Church
 - 6726 Push Mountain Road, Norfolk, Arkansas 72658
- Norfolk First Baptist Church
 - 36 2nd Street, Norfolk, Arkansas 72658
- Northeast Lakeside Fire Station
 - 5482 Hwy 62 East, Mountain Home, Arkansas 72653
- Salesville City Hall
 - 46 Gillespie Street, Salesville, Arkansas 72653
- The Good Shepherd Methodist Church
 - 179 Memory Lane, Cotter, Arkansas 72626

Absentee Voting

You can qualify for an absentee ballot if:

- You will be unavoidably absent from a Baxter County vote center on Election Day
- You have an illness or are physically disabled
- You reside in a long-term care facility
- You are Military
- You are an Overseas Citizen
- You have an observance of a religious discipline or religious holiday

There are important steps that must be followed to request, obtain and return an absentee ballot.

- Contact the county clerk's office to request an Absentee Ballot Application be mailed, faxed or emailed to you, or you may pick one up in person.
- Complete the application and return it to the county clerk's office as soon as possible.
- You will then be issued a ballot through the method you selected on the application.
 - Military and Overseas Citizens are the only voters who can receive their ballot by online services.
- Complete your ballot and return it as instructed.

Deadlines for Applications

The deadline for submitting an Application for Absentee voting depends on how you'll return it to the county clerk:

- **In person by you**
 - By close of business the Friday before Election Day
- **By designated bearer or administrator**
 - By close of business the Friday before Election Day
- **By mail, email, or by fax**
 - By 7 days before the election
- **By authorized agent**
 - By 1:30 p.m. on Election Day

Note: If you receive your application during the 7 days prior to an election, you should deliver the application or choose a bearer to deliver it personally to the clerk.

Obtaining your Absentee Ballot

The law only specifies a deadline on obtaining absentee ballots by designated bearer. They may pick up your ballot from the county clerk no earlier than 15 days before a preferential or general election and no earlier than 7 days before a runoff and all other elections. You should pick up your ballot based on your ability to deliver it back to the county clerk on time.

Returning your Absentee Ballot

The deadline for returning your Absentee Ballot to the county clerk depends on the delivery method you use:

- **In person by you**
 - By close of business the Friday BEFORE the election
- **By designated bearer or administrator**
 - By close of business the Friday BEFORE the election
- **By authorized agent**
 - By 1:30 p.m. on election day
- **By mail**
 - Must be received by 7:30 p.m. on election day

Absentee Voting with Assistance

- A **designated bearer** may be anyone chosen by you to pick up or deliver your ballot. They may obtain and return ballots for no more than 2 voters per election.
 - You **MUST** list their name on the application and the voter statement inside the ballot packet
- An **administrator** is an administrative head of a long-term care or residential care facility licensed by the State of Arkansas and authorized in writing by a patient in that facility to deliver the application for an absentee ballot and to obtain or deliver the absentee ballot back to the county clerk.

- You ***MUST*** list their name on the application and the voter statement inside the ballot packet.
- An ***authorized agent*** serves voters who are medically unable to cast a ballot at a vote center due to unforeseen medical necessity as set forth in an affidavit from the administrative head of a hospital, long-term care or residential care facility.
 - They may only obtain and return ballots for up to 2 voters who are patients in a hospital, long-term care facility or residential care facility licensed by the state.
 - You ***MUST*** list their name on the application and the voter statement inside the ballot packet.