

COUNTY AUDITOR  
AND COMMISSIONER OF ELECTIONS

**GRANT VEEDER**

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TO: LOCAL MEDIA  
FROM: Karen Showalter, Elections Manager  
DATE: November 15, 2019

## NEWS RELEASE

**ABSENTEE BALLOTS** will be available Monday, November 18 for the city runoff election which will be held on Tuesday, December 3, 2019 for the voters of the city of Cedar Falls. All polling place locations will open at 7:00 am and close at 8:00 pm.

The courthouse will be open for early voting starting Monday, November 18 through Monday, December 2 for all Cedar Falls precincts. The Election Office is located on the 2<sup>nd</sup> floor and regular courthouse hours are 8:00 am to 4:30 pm.

The courthouse will be closed Thursday, November 28 and Friday, November 29 for the Thanksgiving holiday.

To receive an absentee ballot by mail, voters may submit an Official Absentee Ballot Request Form which can be found at [www.sos.iowa.gov](http://www.sos.iowa.gov) on [www.co.black-hawk.ia.us](http://www.co.black-hawk.ia.us) or the Election Office. A hand-written request can be accepted if it includes the following required information: full name, complete address, date of birth, date or name of election, and the voter's signature. The deadline for the Election Office to receive a request form to have an absentee ballot mailed to a voter is Friday, November 22, at 5:00 pm. You can mail your request form to 316 E. 5<sup>th</sup> St. Room 210, Waterloo, IA 50703.

It is possible to fax your Absentee Ballot Request form; however, the original document must be delivered in person or mailed separately with a postmark on or before Friday, November 22. The Election Office fax number is (319) 833-3119. A request form that is not preceded by a faxed form must be *received* by November 22, not postmarked by then.

Pre-paid return postage is provided for all ballots returned by mail to the Election Office. A mailed ballot must be postmarked on or before Monday, December 2 or it will not be counted. **Postmarks are not always affixed by the Post Office, so mail your absentee ballot early enough so that it arrives by Election Day.** Even if the ballot is postmarked on time, mailed ballots must also be received in the Election Office by the receipt deadline of noon, Thursday, December 5. Ballots received after the receipt deadline cannot be counted.

The *Code of Iowa* provides that persons who are admitted to a Health Care Facility (HCF) within three days of an election; Saturday, Sunday, Monday (and Election Day) may make a request by telephone to the Election Office and an absentee ballot will be delivered to them. On Election Day the telephone

request must be made at least four hours prior to the close of polls. These ballots will be personally delivered to the voter at the HCF by two election officials who will assist the voter in voting (if requested) and return the sealed, voted ballot to the Election Office to be counted on Election Day.

Absentee ballots **MAY NOT** be turned in at a polling place except to be surrendered and voided, in which case the voter would vote in person at their precinct. Persons who did not receive or have lost their absentee ballot will be provided the option of voting a provisional ballot.

**VOTER PRE-REGISTRATION DEADLINES** The last day to pre-register at the Election Office for this election is Friday, November 22, before 5:00 pm. Any new voter, who registers before the deadline, will NOT be required to show proof of identity while registering. Following the deadline and on Election Day, new voters will be processed using the requirements of Election Day Registration and will be required to provide BOTH proof of residence and identity. Regular Election Office hours are Monday through Friday, 8:00 am to 4:30 pm.

**ELECTION DAY REGISTRATION** A person who is eligible to register for voting and to vote, may do so on Election Day by appearing in person at the polling place for the precinct in which the individual resides. The voter must complete a voter registration application, make written oath and provide acceptable proof of both identity and residence. The most common example of an acceptable form of identity and residence is an Iowa driver's license that is not expired and represents the voter's address in the precinct on Election Day.

**VOTING ON ELECTION DAY ALL VOTERS** are required to provide proof of identity at the polls, typically by an Iowa driver's license. If you do not have an Iowa driver's license or a state-provided ID card with a four-digit PIN, please contact the Election Office.

Questions may be directed to the Election Office: telephone number 833-3007, email address [election@co.black-hawk.ia.us](mailto:election@co.black-hawk.ia.us), location 316 E 5<sup>th</sup> St, Courthouse – Room 210, Waterloo, 50703.