

# Guide to Voting by Absentee Ballot in New York City

## League of Women Voters of the City of New York

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## Introduction

**In NY State, to vote by absentee ballot, registered voters should take the following steps:**

- 1. Apply for an absentee ballot through the Board of Elections (BOE).** For the Nov. 2, 2021 General Election, the deadline is Oct. 18, 2021 to apply by mail, online, email, or fax, but **please leave extra time!** You may apply in person until the day before Election Day, Nov. 1, 2021.
  - 2. Wait to receive the ballot.** Ballots will be mailed beginning on/after **Sep. 18, 2021**
  - 3. When the ballot arrives, follow instructions carefully to complete it** (*LWVNYC will provide guidance after the ballots are available*)
  - 4. To return the ballot:**
    - Mail it via USPS to the BOE in your borough OR
    - Hand deliver it to the BOE in your borough (yourself or through a trusted source) OR
    - Hand deliver it to any poll site in your borough during Early Voting or on Election Day (yourself or through a trusted source)
- Even if you apply for an absentee ballot and vote by absentee ballot, you may still vote at a poll site on Election Day or during Early Voting.**
  - NY State requires an “excuse” in order to vote by absentee ballot.** Legislation was just signed into law that allows any voter to use “temporary illness” as an excuse to request their absentee ballot (applies from 2020-2022).



There are a number of ways to apply that are described on the NYC BOE website [vote.nyc](https://www.vote.nyc):

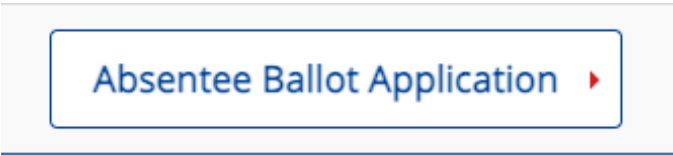
## Apply Online

Here, first we walk you through the process for applying on-line and then second for applying using the paper form.

To apply on-line, go to [nycabsentee.com](https://nycabsentee.com), which takes you to the page:

A screenshot of the "New York City Absentee Ballot Request" website. The header is dark blue with the "VOTE NYC" logo and the text "BOARD OF ELECTIONS IN THE CITY OF NEW YORK". A "Translate" dropdown menu is on the right. Below the header is a yellow warning bar: "It is a crime to procure or furnish false material information or statements to the Board of Elections." The main content area has a white background with a blue border. It features three sections: 1. "Request Absentee Ballot" with a brief explanation of the COVID-19 "Temporary Illness" exemption and a button labeled "Absentee Ballot Application". 2. "Request Accessible Ballot" with an explanation for visually impaired voters and a button labeled "Accessible Ballot Application". 3. "Track Absentee Ballot" with instructions on how to use the tracking system and a button labeled "Track Absentee Request". At the bottom, a white box contains the text "For further assistance please call 1-866-VOTE-NYC".

Click on:



Which take you to <https://nycabsentee.com/absentee>:

The screenshot shows the top of a web page for the Board of Elections in the City of New York. The header is dark blue with the logo and text "BOARD OF ELECTIONS IN THE CITY OF NEW YORK" and a "Translate" dropdown. Below the header is a yellow warning bar: "It is a crime to procure or furnish false material information or statements to the Board of Elections." The main content area is titled "Request Absentee Ballot" and contains a "Personal Information" section. It includes instructions: "Only registered New York City voters may apply for an absentee ballot. Please enter your information exactly as it appears in your voter record. Failure to do so may result in a 'Record Not Found'. This does not mean you are not eligible." The form fields are: "First Name" (text input), "Last Name" (text input), "Birth Date" (MM DD YYYY dropdown), "Borough" (dropdown menu), and "Zip Code" (text input). A "Continue" button is at the bottom. A footer bar says "For further assistance please call 1-866-VOTE-NYC".

Use the same name and address as that appears on your voter registration.

Enter your information and click on **Continue**, then on the next page the top part looks like this:

The screenshot shows the top of a web page for the Board of Elections in the City of New York, similar to the previous one. The header and warning bar are the same. The main content area is titled "Request Absentee Ballot" and shows a "Record Found!" message: "Your record was retrieved below. Please fill out the remainder of the application." Below this message are several empty text input fields.

Followed by your personal information:

***Personal information is listed here***

And the bottom part looks like this:

I am requesting, in good faith, an Absentee Ballot due to (check one reason): *If you are affected by COVID-19 and/or the potential of contracting the virus, please check the box for "Temporary Illness". The definition has been temporarily expanded to include "a risk of contracting or spreading a disease" such as COVID-19.*

Absence from county or New York City on election day

Temporary illness or physical disability (including affected/potential of COVID19)

Permanent illness or physical disability

Duties related to primary care of one or more individuals who are ill or physically disabled

Resident or patient of a Veterans Health Administration Hospital

Detention in jail/prison, awaiting trial, awaiting action by a grand jury, or in prison for a conviction of a crime or offense which was not a felony

I am requesting Absentee Ballot(s) for the following election(s):

General Election Only

Special Election Only

Any Election in 2021

How would you like your ballot(s) delivered? (check one)

Mail to me at my residential address

Mail ballot to me at a different (mailing) address

Deliver to me in person at the board of elections


**Contact Information (optional)**

Phone

Email

**Verification**

Please verify with the CAPTCHA below

I'm not a robot  reCAPTCHA  
Privacy - Terms

I certify that I am a qualified and a registered (and for primary, enrolled) voter and that the information in this application is true and correct and that this application will be accepted for all purposes as the equivalent of an affidavit and, if it contains a material false statement, shall subject me to the same penalties as if I had been duly sworn.

For further assistance please call 1-866-VOTE-NYC

**Notes:**

- You may check the box “Temporary illness or physical disability” if the reason for requesting an absentee ballot is that you are “affected/potential of COVID19”
- Most people will ask to have the ballot mailed to them, and the address does not need to be the same as the one on your registration. It is an option to pick up the ballot yourself at the Board of Elections, or to authorize someone to pick it up for you.
- We encourage applicants to include their telephone number and/or email address in case the Board of Elections needs to reach them in order to process the application.

Verify that you are not a robot, certify that you are qualified and registered to vote, and hit **Submit**



### **Instructions for filling out the application:**

**Q1.** You may check the box “Temporary illness or physical disability” if the reason for requesting an absentee ballot is that you are “affected/potential of COVID19”

**Q2.** Check which elections you are requesting absentee ballots for.

**Q3.** Use the same name as that appears on your voter registration.

**Q4.** We encourage applicants to include their telephone number and/or email address in case the Board of Elections needs to reach them in order to process the application.

**Q5.** Use the address that appears on your voter registration.

**Q6 and Q7.** Most people will ask to have the ballot mailed to them, and the address does not need to be the same as the one on your registration. It is an option to pick up the ballot yourself at the Board of Elections, or to authorize someone to pick it up for you.

**Q8. Make sure you sign and date. This signature will be compared to the one on file on your voter registration.**

The fillable English language Absentee Ballot Application is available at both the Board of Elections websites for both [NY State](#) and [NYC](#). These sites also contain links to applications in Spanish (both NYC and NYS), and in Korean, Chinese, and Bengali (NYC only). The English language application is available [here](#) and on P.2 of this Guide, but that form is not fillable. Absentee Ballot Applications may also be picked up at the Board of Elections offices, shown on P.

### **NYC Board of Elections Locations:**

#### **Hours of Operation**

9 A.M. - 5 P.M.

#### **Executive Office**

32-42 Broadway, 7 Fl, New York, NY 10004

Tel: 1-212-487-5400

[Directions](#)

#### **Bronx**

1780 Grand Concourse, 5 Fl, Bronx, NY 10457

Tel: 1-718-299-9017

Fax: 1-718-299-2140

[Directions](#)

#### **Brooklyn**

345 Adams Street, 4 Fl, Brooklyn, NY 11201

Tel: 1-718-797-8800

Fax: 1-718-246-5958

[Directions](#)

#### Queens

118-35 Queens Boulevard, Forest Hills, NY 11375

Tel: 1-718-730-6730

Fax: 1-718-459-3384

[Directions](#)

#### Manhattan

200 Varick Street, 10 Fl, New York, NY 10014

Tel: 1-212-886-2100

Fax: 1-646-638-2047

[Directions](#)

#### Staten Island

1 Edgewater Plaza, 4 Fl, Staten Island, NY 10305

Tel: 1-718-876-0079

Fax: 1-718-876-0912

[Directions](#)

## Instructions about applying more generally (from P. 2 of the Absentee ballot application)

### Who may apply for an absentee ballot?

Each person must apply for themselves. It is a felony to make a false statement in an application for an absentee ballot, to attempt to cast an illegal ballot, or to help anyone to cast an illegal ballot.

### Information for military and overseas voters:

If you are applying for an absentee ballot because you or your family are in the military or because you currently reside overseas, do not use this application. You are entitled to special provisions if you apply using the Federal Postcard Application. For more information about military/overseas voting, contact your local board of elections or refer to the Military and Federal Voting [sections](#)

### Where and when to return your application:

**Applications must be mailed seven days before the election, or hand-delivered to your county board of elections by the day before the election;** If the address of your county board of elections is not provided on this form, contact information for your local election office can be found on the New York State Board of Elections' website, under "[County Boards of Election](#)" directory"

### Options available to you if you have an illness or disability:

If you check the box indicating your illness or disability is permanent, once your application is approved you will automatically receive a ballot for each election in which you are eligible to vote, without having to apply again/ You may sign the absentee ballot application yourself, or you may make your mark and have your mark witnessed in the spaces provided on the bottom of the application. Please note that a power of attorney or printed name stamp is not allowed for any voting purpose.

### When your ballot will be sent:

Your absentee ballot materials will be sent to you at least 32 days before federal, state, county, city or town elections in which you are eligible to vote. If you applied after this date, your ballot will be sent immediately after your completed and signed application is received and processed by your local board of elections. If you provide dates in section 2, identifying the time frame within which you will be absent from your county or from the City of New York, you will be sent a ballot for any primary, general, special election or presidential primary election which might occur during the time frame you have specified. If you prefer, you may designate

someone to pick up your ballot for you, by completing the required information in section 6 and, or section 7, as appropriate/ contact your local county board of elections if you have not received your ballot.