

# Virginia Permanent Absentee Voter Change Form

**Who should use this form?** To use this form, you must already have selected the "Permanent Absentee Option" on the "Virginia Absentee Ballot Application Form." You may use this form to change where your ballot is sent for an election, change the political party primary ballot you receive for one election, change the political party primary ballot you receive for all primary elections or cancel your permanent absentee voter status. Fill out only the sections that apply to the change(s) you want to make.

**Print your personal information** **1** Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_  
 Middle Name: \_\_\_\_\_ Suffix: \_\_\_\_\_  
 Social Security # (last 4 digits required): # # # # Birth Year (optional): Y Y Y Y

**Registration Address** **2** Address: \_\_\_\_\_ Apt/Suite #: \_\_\_\_\_  
 City: \_\_\_\_\_ VA Zip Code: # # # # # #  
*If rural address or homeless, describe residence.*

**I'd like to** **3**  Change ballot mailing address (complete sections 4a and 4b)  Change political party primary for one election (complete section 5)  Change political party primary for all elections (complete section 5)  Cancel Permanent Absentee Voter status (complete section 6)

**I want to change the address where my ballot is sent for an upcoming election** **4a** Complete this section if you want to change your ballot mailing address for one election or for one primary and general election. **After the selected election, future ballots will go to your voter registration address unless you submit this form again.**  
 I want my ballot to be sent to the address in Section 4b for the following election:  
 Primary Election  General Election  Primary and General Election  Special Election  
 Provide the date of the election for which you would like your ballot sent to a different address. If you selected "Primary and General Election" above, only enter the date of the Primary.  
 Date of Election: MM / DD / YYYY

**Ballot mailing address** **4b** Provide the address where you would like your ballot(s) mailed for the election(s) indicated in Section 4a.  
 Address: \_\_\_\_\_ Apt/Suite #: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: # # # # # # Country: \_\_\_\_\_

**I would like to change the ballot I receive for a Primary Election** **5** Which party primary ballot would you like to receive?  
 Democratic Party  Republican Party  I do not wish to receive ballots for Primary Elections.  
 Is this change for the next Primary Election only or for all Primary Elections?  
 Next Primary Only  All Primaries

**I would like to be removed from the PAB Voter List** **6** I would like to be removed from the Permanent Absentee Voter List.  Yes  No  
 If you check "yes", future absentee ballots will not be sent without completing a new absentee ballot application. Do not check "yes" and add information in sections 4 or 5.

**Contact info. (Optional)** **7** Telephone: # # # - # # # - # # # #  
 Email: \_\_\_\_\_

**Voter's Statement + Signature** **8** *I swear/affirm, subject to felony penalties for making false statements pursuant to VA Code § 24.2-1016, that (1) the information provided in this form is true, (2) I am not requesting a ballot or voting in any other jurisdictions in the US, and (3) I am registered to vote in the city/county where I am applying to vote.*  
**Voter, sign here (or mark if unable):** X \_\_\_\_\_ Date: MM / DD / YY

**Office use only**  
 Precinct: \_\_\_\_\_ District/Senate/House: \_\_\_\_\_ Application # \_\_\_\_\_ App accepted:  Yes  No  
 Date received: \_\_\_\_\_ Received by: \_\_\_\_\_ Reason not accepted: \_\_\_\_\_  
 Method received:  Email  Fax  Mail  In person  Other  
 Ballot sent by:  Email  Fax  Mail

# Virginia Permanent Absentee Voter Change Form

**Privacy Act Notice:** This form requires personal information. The last four (4) digits of your Social Security Number are required. Your application will be denied if you fail to provide the last four digits of your Social Security Number or if you fail to provide any other information required to determine your qualification to vote by mail. Federal law (the Privacy Act of 1974; the Help America Vote Act of 2002) and state law (Virginia Constitution, article II, § 2; § 24.2- 701, Code of Virginia; the Government Data Collection and Dissemination Practices Act) authorize collecting this information and restrict its use to official purposes only.

**Warning:** Intentionally voting more than once in an election or making a materially false statement on this form constitutes the crime of election fraud. Intentionally voting more than once in an election is punishable under Virginia law as a Class 6 felony and is punishable by a term of imprisonment of up to five years, or confinement in jail for not more than 12 months, and/or a fine of not more than \$2,500. Making a materially false statement on this form is punishable under Virginia law as a Class 5 felony and is punishable by a term of imprisonment of up to ten years, confinement in jail for not more than 12 months, and/or a fine of not more than \$2,500.

## Instructions

### How do I submit this form?

You may mail, deliver or scan the signed form and email it to your **local voter registration office**. You can find the contact information for your local voter registration office through the Department of Elections' website, [www.elections.virginia.gov/LocalGR](http://www.elections.virginia.gov/LocalGR)

If you prefer to vote in person, this form is not needed.

### General Information

You may make change(s) only if you have already selected the "Permanent Absentee Option" on the "Virginia Absentee Ballot Application Form."

Your local office must receive your application by mail, email, or fax by **5:00 pm on the eleventh (11th) day before the election**.

Ballots are available 45 days before an election. *(If you register to vote in person, you must wait five days before you can have your ballot mailed to you.)*

### Your Personal Information (Section 1)

Provide your personal information.

### Your Registration Address (Section 2)

Provide the address listed on your voter registration record. If you have a rural address or are homeless, please describe where you live.

### I'd like to (Section 3)

You may make change(s) only if you have already selected the "Permanent Absentee Option" on the "Virginia Absentee Ballot Application Form."

You may select one or more changes for the following:

- Where your ballot is sent for a Primary, General, or Special election, or for both a Primary and the corresponding General Election;
- The political party primary ballot for one election; or
- The political party primary ballot you receive for all primary elections.
- Cancel your permanent absentee voter status

### I want to change the address where my ballot is sent (Section 4a)

You'll fill out this section if you want to change the mailing address where your ballot will be sent. If this section is not completed, your ballot will be mailed to the address on your voter registration record. You will need to select the specific election(s) for the change and include the date for the election(s).

### Ballot Mailing Address (Section 4b)

Only fill out this section if

- You want your ballot mailed to a different address than the one in your voter registration record.

Ballots cannot be forwarded or sent "in care of"/"to the attention of" another person.

### I would like to change the ballot I receive for a Primary Election (Section 5)

Only fill out this section if

- You want to change the party primary ballot you receive or discontinue receiving a party primary ballot.

You will need to indicate if your request is applicable for the next primary election or for all primaries.

### I would like to be removed from the Permanent Absentee Voter List (Section 6)

Only fill out this section if

- You want to be removed from the Permanent Absentee Voter List.

You will no longer receive ongoing absentee ballots for every election.