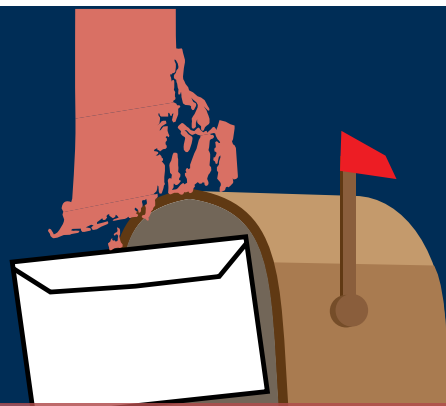


# HOW TO Vote by Mail



2023 Congressional District 1 & State Senate District 1



A mail ballot guide  
for Rhode Island voters

The illustration shows a woman in a red shirt standing by a window, looking out at a neighborhood with yellow houses. To her left is a yellow vase with yellow flowers. In the foreground, a woman in a blue shirt is sitting at a table, filling out a ballot. The ballot has the word 'Ballot' and some numbers on it. The background is a dark blue wall with white cabinets.

This guide was produced by  
the Rhode Island Department of State



**Gregg M. Amore**  
*Secretary of State*

# A letter from Secretary Amore



Dear Rhode Island Voter,

The right to vote is one of our most important rights as Americans and Rhode Islanders. As your Secretary of State, it is my responsibility and honor to ensure everyone who has the right to vote has access to their ballot.

In Rhode Island, you have three different ways to cast a ballot. You may choose to vote with a mail ballot, vote early in person at a location designated by your city/town, or vote at your polling place on Election Day.

This guide offers detailed information about how to safely and securely request a mail ballot and cast your ballot. New this year, eligible voters are now able to complete their mail ballot request entirely online.

I also encourage you to sign up for the Rhode Island Department of State's ballot tracking service, which will allow us to text or email you regular updates on the status of your mail ballot. You can do this by clicking the "Track My Ballot" icon at the top of [vote.ri.gov](http://vote.ri.gov).

Thank you for being a voter.

A handwritten signature in black ink that reads "Gregg M. Amore". The signature is written in a cursive, flowing style.

Gregg M. Amore  
Secretary of State

## OFFICIAL ELECTION MAILINGS

Official election mail will have this logo:



## CONTACT US

-  401-222-2340
-  [elections@sos.ri.gov](mailto:elections@sos.ri.gov)
-  [vote.ri.gov](http://vote.ri.gov)
-  @RISecState
-  Like us on Facebook  
RISecState
-  Follow us on Instagram  
RISecState



# 2023 Special Election Dates

## SEPTEMBER 5 | PRIMARY DAY

**AUG  
06**

Deadline to register to vote;  
deadline to disaffiliate if voting  
in a different party primary

**AUG  
15**

Deadline to apply for a mail  
ballot or a Braille/tactile ballot



**EARLY VOTING PERIOD**  
**AUGUST 16 - SEPTEMBER 5** ★

**SEP  
5**

**PRIMARY DAY**  
All mail ballots must be  
received by 8 p.m.



Early voting ends at 4 p.m. on September 5.  
Polling places remain open until 8 p.m. on September 5.

## NOVEMBER 7 | ELECTION DAY

**OCT  
08**

Deadline to register  
to vote

**OCT  
17**

Deadline to apply for a mail  
ballot or a Braille/tactile ballot



**EARLY VOTING PERIOD**  
**OCTOBER 18 - NOVEMBER 6**

**NOV  
07**

**ELECTION DAY**  
All mail ballots must be  
received by 8 p.m.



# How to vote by mail

Every election, millions of voters around the country, including our military and overseas voters, cast their ballot by mail.

## How to submit a mail ballot request form

You can submit an application for a mail ballot in three different ways:

NEW



### ONLINE

Use the online mail ballot application portal on [vote.ri.gov](https://vote.ri.gov).

Voters requesting a mail ballot through the online mail ballot application portal must have a Rhode Island-issued Driver's License or State ID.



### IN PERSON

Complete the paper mail ballot application, which you can find at your local board of canvassers or download yourself from [vote.ri.gov](https://vote.ri.gov). Return the form to your local board of canvassers by the deadline. See page 10 for addresses.



### THROUGH THE MAIL

Download, complete, and mail the paper mail ballot application, which you can find here: [Paper Mail Ballot Application](#)



Applications must be signed originals and cannot be emailed or faxed to boards of canvassers.

# How to fill out a paper mail ballot application

The first step to voting by mail is requesting a mail ballot by completing and returning a mail ballot application. You must fill out a separate paper application for each election you plan to vote with a mail ballot. Below are tips to make sure you complete the paper application properly. **Remember to return your mail ballot application well before the application deadline (posted on page 3).**

The date of the election you are applying to vote by mail for is listed here.

Your application must be received by the date listed here.


Fill out with your home address (where you are registered to vote).

Fill out the address where you want to receive your mail ballot (if different than address in Box A).

If you choose to vote by mail, check this box.

Your signature here will be compared to the signature in your voter record. If you think your signature has changed, please contact your local board of canvassers.

## Mail Ballot Application - General Election



To receive a mail ballot, you must complete and submit this application to your local board of canvassers by:

Your optional email address or phone number allows elections officials to contact you if there is an issue with your mail ballot. Information in your voter record is public except month and day of birth.

For blind, visually impaired, or voters with disabilities, select this box to receive an accessible ballot. **Please provide an email address in Box A.**

Visit [vote.ri.gov](http://vote.ri.gov) to view your voter record or track your ballot.

**A Your information**

Voter's Full Name

**B Address where your mail ballot is to be sent**

Same as home address

Name of Institution (if applicable)

Home Address (where you are registered to vote)

City/Town RI State Zip Code

Address

Address

Date of Birth (mm/dd/yyyy)

Telephone Number

City/Town

State

Zip Code

Email Address Fax Number: applicable for service members and overseas citizens in Box C3

**C Mail ballot categories (Choose one):**

*I certify that I am eligible for a mail ballot on the following basis:*

1. I am incapacitated to such an extent that it would be an undue hardship to vote at the polls because of illness, mental or physical disability, blindness or a serious impairment of mobility. Send my mail ballot to the address listed above.
2. I am confined in a hospital, convalescent home, nursing home, rest home, or similar institution within the State of Rhode Island. I want my mail ballot brought to the facility listed above before Election Day by a bipartisan pair of election officials from the State Board of Elections.
3. I am employed, in service intimately connected with military operations, a spouse or dependent of such person, or I am a United States citizen who will be outside the United States. If there is no mailing address in Box B, my mail ballot will be mailed to my local board of canvassers. An email address to contact me is provided in Box A.
4. I choose to vote by mail. Send my mail ballot to the address listed above. If you want your mail ballot sent to your local board of canvassers, please indicate the address in Box B.

**D Voter's oath and signature**

» I declare that all of the information I have provided on this form is true and correct to the best of my knowledge.

» I am a qualified registered voter and the requester of a mail ballot.

» I further state that I am not a qualified voter of any other city/town or state and have not claimed and do not intend to claim the right to vote in any other city/town or state.

» If unable to sign name because of physical incapacity or otherwise, applicant shall make his/her/their mark "X".

**Voter, sign your full name below:**

*A Power of Attorney signature is not valid in Rhode Island.*

X

\_\_\_\_\_

**Important Information:**

» **Invalid Signature:** Your mail ballot may be disqualified if you submit an electronic or stamped signature, or someone other than you signs this application.

» **Accessible Ballot:** Voters who need a Braille/Tactile or Large Print ballot must also submit a Braille/Tactile/Large Print Mail Ballot Application with this mail ballot application.

**For Official Use Only:**

Date Received: \_\_\_\_\_ Accepted by: \_\_\_\_\_ Precinct: \_\_\_\_\_

# How to return your voted mail ballot

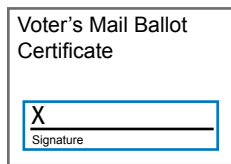
Voting with a mail ballot is a safe and secure option for voters who do not want to vote in person. Please contact your local board of canvassers if you missed the application deadline and do not want to vote in person.

## 1 Verify and Vote



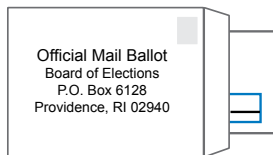
- Verify you have received a ballot, small oath envelope, and a large mailing envelope.
- Insert the voted ballot into the Voter's Mail Ballot Certificate (small oath) envelope.
- Seal it.

## 2 Sign the Mail Ballot Certificate



- Print your name and telephone number. *(In case there are questions regarding your ballot.)*
- **Sign the envelope.** *(This will be compared to the signature in your voter record.)*

## 3 Seal the large mailing envelope

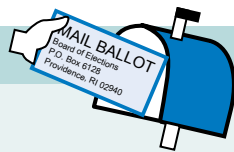


- Place completed mail ballot certificate envelope into the larger envelope addressed to the Board of Elections.
- Seal it.

## 4 Return your ballot by mail or at a drop box

### RETURN BY MAIL

- No postage necessary.
- Be sure to mail your ballot at least **7 days before Election Day** to ensure it is received in time.
- Your ballot must be received by 8 p.m. on Election Day.



OR

### RETURN BY DROP BOX

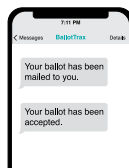
- No postage necessary.
- Drop your ballot off in a 24-hour elections drop box. Visit [vote.ri.gov](https://vote.ri.gov) to find your nearest drop box.
- Your ballot must be in an official elections drop box by 8 p.m. on Election Day.



## 5 Track your Ballot

Track the status of your mail ballot by signing up for Ballottrax at:

**VOTE.RI.GOV**





### Questions about your ballot?

Contact the Board of Elections: 401-222-2345 or at [boe.elections@elections.ri.gov](mailto:boe.elections@elections.ri.gov).

### Make a mistake when marking your ballot?

Immediately contact the Department of State's Elections Division to make arrangements to receive a replacement ballot:

 401-222-2340, TDD 711

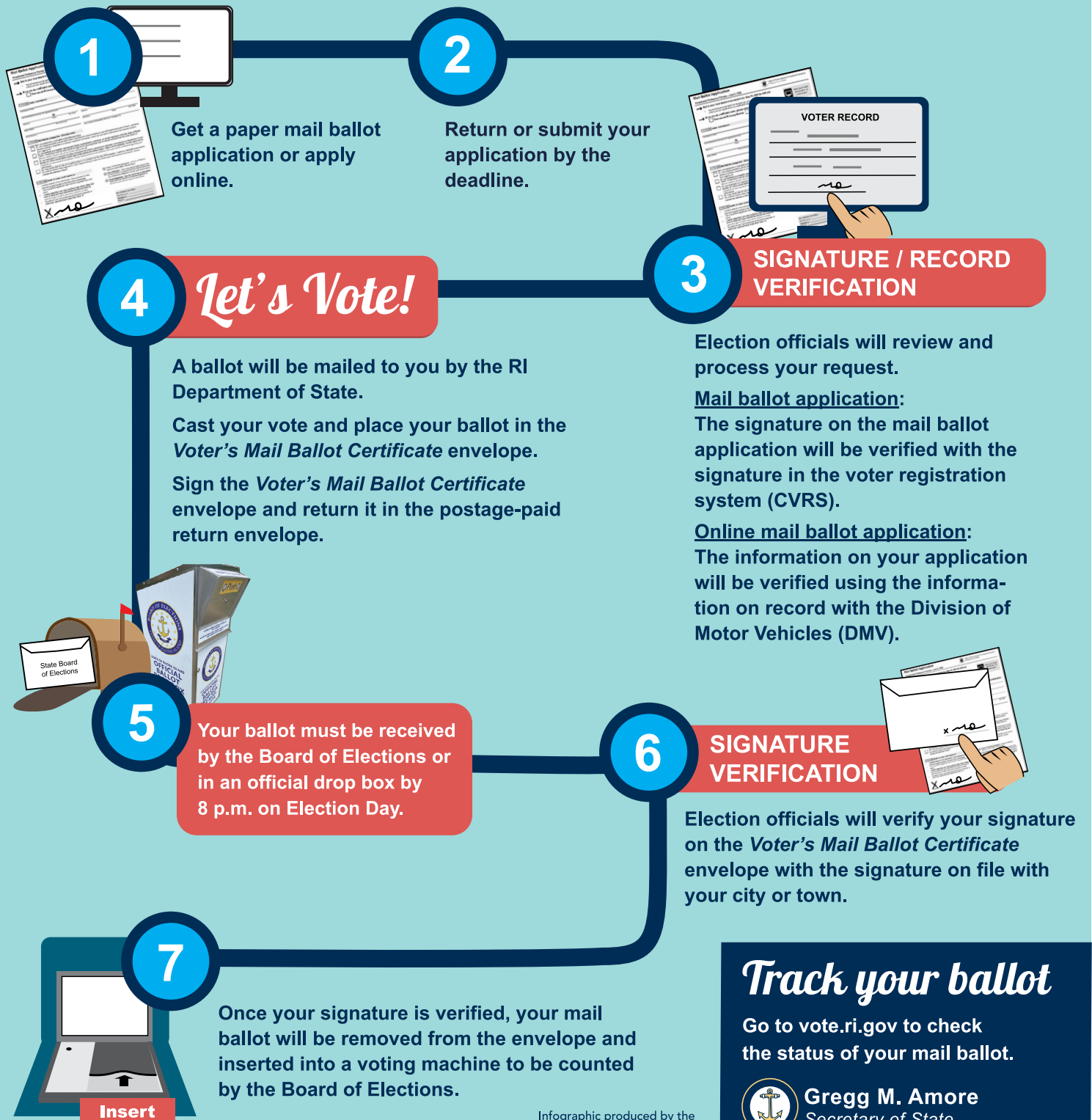
 [elections@sos.ri.gov](mailto:elections@sos.ri.gov)

### Voting in person after applying for a mail ballot

Any person who applied for a mail ballot and attempts to vote at a polling place on Election Day will have to cast a provisional ballot.

# How voting by mail works in Rhode Island

It's easy, safe, and secure to vote from home with a mail ballot in Rhode Island.



## Track your ballot

Go to [vote.ri.gov](http://vote.ri.gov) to check the status of your mail ballot.



**Gregg M. Amore**  
Secretary of State

# Frequently Asked Questions

## Before applying for a mail ballot

### I recently moved but didn't update my voter registration. Can I still vote by mail?

You should go to [vote.ri.gov](https://vote.ri.gov) to check your voter registration information. If your address is not accurate, you may update your voter information online. You should also contact your local board of canvassers to see if you are eligible to apply for a mail ballot from your new address for the next election.

### How do I check my voter information?

Go to [vote.ri.gov](https://vote.ri.gov). This website is Rhode Island's one-stop shop for elections information. Use it to register to vote online, change your party affiliation, access elections information, and more.

If you know someone who wants to check their information without internet access, have them call (401) 222-2340.

### How do I know if I'm eligible to participate in a special election?

Visit [vote.ri.gov](https://vote.ri.gov). Select "View/Update My Voter Record" and enter your information. The next screen will tell you when the next election in which you are eligible to vote will take place.

### Where should I have my ballot sent?

Mail ballots cannot be forwarded and you must be able to receive mail at your requested address. If you need to update your address, you can do so online via the online mail ballot application portal or by contacting your local board of canvassers.

### What if I don't want to vote in person, but I missed the mail ballot application deadline?

If you are unable to vote in person, you may still request an emergency mail ballot application from your local board of canvassers.

### What if I don't want to vote by mail, but I can't vote on Election Day either?

Rhode Island voters have the option to vote early in person at a location designated by their city or town in the 20 days leading up to Election Day.

Early in person voting is very similar to voting at a polling place. You will check in by scanning your photo ID into an electronic poll book. You will receive a ballot, fill out your ballot, and insert your completed ballot into a voting machine.

### What if I need a Spanish mail ballot application?

Mail ballot applications in Spanish are available online at [vota.ri.gov](https://vota.ri.gov) or by contacting your Board of Canvassers.

All ballots for voters in Central Falls, Pawtucket, Providence, and Woonsocket are automatically provided in English and Spanish per Voting Rights Act guidelines.

### What should I do if I want to vote by mail but the mail ballot process is difficult for me and I need assistance?

Your Board of Canvassers can send a pair of bipartisan supervisors to assist you if you need help voting.

### I applied for a mail ballot but have changed my mind and would like to vote at a polling place. Am I allowed to do so?

If you applied for a mail ballot, you should complete the process by mail. Any voter who applies for a mail ballot and attempts to vote in person will be required to vote a provisional ballot. The provisional ballot will be returned to the local board of canvassers where election officials will determine if you have already cast a mail ballot or if the provisional ballot should be counted.

Voting more than once is a felony.



## Receiving and voting a mail ballot

### When will I receive my mail ballot?

The RI Department of State typically sends mail ballots three to four weeks before the election. Make sure you request to have your ballot sent to a location where you will be able to receive it three to four weeks before the election.

Go to [vote.ri.gov](https://vote.ri.gov) to track the status of your mail ballot. If you have questions regarding the status of your application or mail ballot, please contact your local board of canvassers.

### What happens if I make a mistake filling it out, or if my ballot is damaged?

Call our Elections Division at (401) 222-2340 or email [elections@sos.ri.gov](mailto:elections@sos.ri.gov) to request a new one.

### When do I need to return my mail ballot?

We encourage voters to allow at least seven mailing days to ensure their ballot is received on time, or place their ballot in a secure official election drop box by 8 p.m. on Election Day.

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## Returning your voted mail ballot

### Where do I need to return my mail ballot?

If you are concerned your ballot won't make it in time using the US Postal Service, you may drop your completed mail ballot in the sealed envelopes in any official election drop box (open 24 hours) by 8 p.m. on Election Day.

Visit [vote.ri.gov](https://vote.ri.gov) to find your nearest drop box.

### How can I check that my ballot was received?

You can track your mail ballot at [vote.ri.gov](https://vote.ri.gov).

### Should I let someone else deliver my mail ballot to the Board of Elections?

Every mail ballot includes a postage-paid return envelope so voters can easily return their mail ballot for free. If you don't want to mail your ballot, you can hand-deliver it to the Board of Elections, drop it in a secure official election drop box (open 24 hours) by 8 p.m., or you can give it to someone you trust to return for you.

Never rely on a stranger to return your mail ballot.

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## Mail ballot process

### If someone loses their ballot and gets another one, how will you know they didn't vote twice?

Our office notifies the Board of Elections that a second ballot is being mailed. We also mark the envelope so the Board of Elections can track the ballot. There is a barcode on each envelope that is scanned when the ballot is returned. If someone votes twice, it will be detected and prevented when the Board of Elections scans the ballot envelope.

Similarly, it will be detected and prevented if someone votes by mail and tries to vote again at a polling place.

### Won't you know who I vote for if I vote by mail? How is my vote kept private?

Your mail ballot must be inserted into the Mail Ballot Certificate envelope and then in the postage-paid return envelope. Election officials will open the postage-paid return envelope and the signature on your Mail Ballot Certificate envelope will be matched to the signature on file with your city or town.

Once that signature has been verified, your ballot will be removed from the certificate envelope and immediately inserted into a voting machine. This ensures your vote is kept private.

### How do you ensure that someone doesn't vote using someone else's ballot?

If you are applying for a mail ballot with a paper application, the signature on your mail ballot application will be compared to the signature on file at your local board of canvassers. If you are applying for a mail ballot using the online application, you must provide a Driver's License or State ID number.

When you return your voted ballot, the signature on your Mail Ballot Certificate envelope will be matched to the signature on file with your city or town.

It is a felony to fill out a mail ballot application or a mail ballot fraudulently.

# Contact your elections officials

## Local Boards of Canvassers Contact Information

\*Any mailing MUST be addressed to the attention of "Board of Canvassers."

### **Barrington Town Hall**

283 County Rd. 02806  
247-1900 x1

### **Bristol Town Hall**

10 Court St. 02809  
253-7000 x132

### **Central Falls City Hall**

580 Broad St. 02863  
727-7400

### **Cumberland Town Hall**

45 Broad St. 02864  
475-9040

### **East Providence City Hall**

145 Taunton Ave. 02914  
435-7502

### **Jamestown Town Hall**

93 Narragansett Ave. 02835  
423-9801

### **Lincoln Town Hall**

100 Old River Rd.  
P.O. Box 100 02865  
333-1140

### **Little Compton Town Hall**

40 Commons  
P.O. Box 226 02837  
635-4400

### **Middletown Town Hall**

350 East Main Rd. 02842  
849-5540

### **Newport City Hall**

43 Broadway 02840  
845-5384

### **North Providence Town Hall**

2000 Smith St. 02911  
232-0900 x230

### **North Smithfield Town Hall**

83 Greene St. 02896  
767-2200 x504

### **Pawtucket City Hall**

137 Roosevelt Ave. 02860  
722-1637

### **Portsmouth Town Hall**

2200 East Main Rd. 02871  
683-3157

### **Providence City Hall**

25 Dorrance St.  
Room 102 02903  
680-5000

### **Smithfield Town Hall**

64 Farnum Pike  
Esmond 02917  
233-1000 x112

### **Tiverton Town Hall**

343 Highland Rd. 02878  
625-6703

### **Warren Town Hall**

514 Main St. 02885  
245-7340 x4

### **Woonsocket City Hall**

169 Main St.  
P.O. Box B 02895  
767-9223

## State Elections Contact Information

### **Rhode Island Department of State | Elections Division**

148 West River Street, Providence, 02904  
401.222.2340 | [elections@sos.ri.gov](mailto:elections@sos.ri.gov)

### **Rhode Island State Board of Elections**

2000 Plainfield Pike, Cranston, RI 02921  
401.222.2345 | [boe.elections@elections.ri.gov](mailto:boe.elections@elections.ri.gov)

### **Disability Rights Rhode Island**

33 Broad Street, Suite 601, Providence, RI 02903  
401.831.3150