

Des Moines County, Iowa

**Carol S. Copeland, Auditor and
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February 26, 2016

TO: All Des Moines County Area News Media
FROM: Terri Johnson, Des Moines County Election Coordinator
RE: **April 5, 2016, West Burlington School District Special Election**

The enclosed materials are designed to assist in coverage of the April 5, 2016, West Burlington School District Special Election. The following items are included:

- News release regarding availability of absentee ballots
- News release reminder of voter registration deadlines
- Polling Locations
- Fact sheet containing information relevant to City Elections

Please pay attention to the release dates included on the news releases.

Please call if you have any questions concerning the 2016 West Burlington School District Special Election.

Just a reminder that results will be released the evening of April 5th via the Des Moines County Auditor's office or the Des Moines County website. The results will be posted after the polls close at 8:00PM.

NEWS RELEASE

2016 West Burlington School District Special Election

RELEASE DATE: February 26, 2016

CONTACT: Terri Johnson, Election Coordinator, 319-753-8233

ABSENTEE VOTING BEGINS AT DES MOINES COUNTY AUDITOR'S OFFICE

The Des Moines County Auditor's Office has announced that absentee ballots for the April 5, 2016, West Burlington School District Special Election are available in the Des Moines County Auditor's Office on Monday, February 29th.

Absentee ballots may be cast in the Des Moines County Auditor's Office at the Des Moines County Courthouse, 513 N. Main St., Burlington, IA, during regular office hours from 8:00 AM to 4:30 PM Monday through Friday, through April 4th and until 11:00 AM on April 5th.

To receive an absentee ballot by mail, it must be requested in writing **and** received in the Auditor's Office by 5:00 pm, April 1st. Forms are available at the Auditor's Office, or on the Des Moines County website at www.dmcounty.com and at the Iowa Secretary of State's website at www.sos.iowa.gov. Ballots requested through the mail must be returned and postmarked by April 4th. Check your post office for pickup times. However, we encourage those returning their ballots via the postal service to mail them before April 4th.

Voted absentee ballots can be hand delivered to the auditor's office by 8:00 pm, April 5th.

For more information about the 2016 West Burlington School District Special Election, contact the Des Moines County Auditor's Office at 319-753-8232.

NEWS RELEASE

2016 West Burlington School District Special Election

RELEASE DATE: March 14, 2016 or before March 25, 2016

CONTACT: Terri Johnson, Election Coordinator, 319-753-8233

County Commissioner of Election Promotes Pre-Registration for the 2016 West Burlington School District Special Election

The Des Moines County Auditor's Office is encouraging those who wish to vote in the 2016 Special Election on April 5th to register early if they are not already registered.

In order to vote in the 2016 Special Election, a voter must be registered. Voters may register on Election Day. However, we encourage voters to register before Friday, March 25th at 5:00 pm to avoid extra paperwork at the polling site on Election Day. The Auditor's Office is open 8:00 am to 5:00 pm on March 25th.

The precinct election officials are ready to assist any voter who needs to register on Election Day. However, it is much easier if a voter registers before the March 25th deadline.

A voter can still register after the March 25th deadline, but the voter will need more identification. Voters who vote absentee at the Auditor's Office after the March 25th deadline or those who plan to register on Election Day at their polling location will need to show proof of residence and proof of identity. Proof of residency can be accomplished with:

- Property tax statement
- Utility bill
- Bank statement
- Paycheck
- Other government document

Acceptable proofs of identification must contain a photo and include:

- An Iowa Driver's license
- Out-of-state driver's license
- Non-driver identification card
- US passport

All forms of ID must be current and valid and contain an expiration date.

Voters may cast an absentee ballot at the Des Moines County Auditor's Office during normal business hours of 8:00 am to 4:30 pm Monday through Friday.

For more information about the 2016 Special Election, contact the Des Moines County Auditor's office at 319-753-8232

NEWS RELEASE

2016 West Burlington School District Special Election

RELEASE DATE: April 1st – 4th, 2016

CONTACT: Terri Johnson, Election Coordinator, 319-753-8233

POLLING LOCATION UPDATE

The Polling location will be open from 12:00 PM (Noon) to 8 PM on April 5th for the West Burlington School District Special Election.

*Des Moines County, Iowa
2016 Polling site
West Burlington School District*

Precinct	Polling Location	Address
West Burlington School District Poll Hours: 12:00 PM to 8:00 PM	St Mary's Parish Center	502 W Mt Pleasant St, West Burlington

NEWS RELEASE

2016 West Burlington School District Special Election

ELECTION FACTS

Election Date: Tuesday, April 5, 2016

Poll Hours: 12 pm (Noon) to 8 pm

Voter Eligibility Requirements:

To vote in the Special Election one must be a U.S. citizen, 18 years of age, not currently judged by a court to be "incompetent to vote," not convicted of a felony (or have received a restoration of rights).

Voter Registration:

The deadline to register to vote is 5 pm on Friday, March 25th. The Des Moines County Auditor's Office will be open on March 25th from 8 am to 5 pm.

New voters can also register on Election Day at the polling place for the precinct in which they currently reside. The voter will be required to show proof of residence and identity. The form of ID is a valid Iowa driver's license with the voter's current address. The following documents can also be used for proof of residency:

- Property tax statement
- Utility bill
- Bank statement
- Paycheck
- Government check
- Other government document

A current photo ID that is valid and contains an expiration date can be used for proof of identity. Among valid documents are:

- Out-of-state driver's license
- Non-driver identification card
- US passport
- US military ID
- ID card issued by employer
- Iowa high school or college ID

Where to Register:

The Des Moines County Auditor's Office, 513 N. Main St., Burlington, IA, on weekdays between the hours of 8 am to 4:30 pm.

Registration forms can also be found on the Des Moines County website at www.dmcounty.com or at the website of the Iowa Secretary of State at www.sos.iowa.gov. The completed forms need to be mailed to Des Moines County Auditor's Office; PO Box 784; Burlington, IA; 52601

Registration Changes:

Name and address changes within Des Moines County may be made any time up to and including Election Day. Prior to Election Day, changes are made by the same means as voter registration. On Election Day, changes may be made at the voters' polling place. If the voter has changed their address, the voter will need to go to the voter's new polling site.

Absentee Voting:

Absentee votes may be cast at the Des Moines County Auditors' Office until 11AM on April 5th. Request forms for absentee ballots may be obtained at the Des Moines County Auditor's Office or on the Des Moines County website at www.dmcounty.com or at the Iowa Secretary of State website at www.sos.iowa.gov

All requests for ballots to be mailed must be received by 5 pm, Friday, April 1st. Completed absentee ballots must be postmarked the day prior to the election or may be hand delivered to the Des Moines County Auditor's Office before the polls close at 8 pm on Election Day.