

**AFFIDAVIT OF ABSENT VOTER**  
**REQUEST TO SPOIL ABSENT VOTER BALLOT**

VOTER: **Complete the highlighted areas**

I,  hereby affirm that I am a resident of the City of  
(Print Name)

Grand Rapids, Kent County, Michigan and I reside at the following address:

(Present Street Address)

Per MCL 168.765b, I am requesting to have my Absent Voter Ballot for the current election spoiled. I also request the Clerk's Office to do one of the following:

VOTER: **Check One**

- ☐ Provide a new absent voter ballot to me at City Hall.  
(Request must be received by the Grand Rapids City Clerk's Office before 4:00pm the Monday immediately before the election).
- ☐ Mail a new absent voter ballot to me at my present street address (listed above).  
(Request must be received by the Grand Rapids City Clerk's Office before 2:00pm on the Saturday immediately before the election).

SIGNATURE OF VOTER: x  DATE:   
(Voter must sign by hand)

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**INSTRUCTIONS FOR ISSUING A SPOILED BALLOT**

1. Voter must complete a written request to spoil a ballot and have a new ballot issued. Use this form, or if the voter cannot come into City Hall, a written request with the same information can be prepared at home and mailed or dropped off by a friend or family member to the Clerk's Office.
2. The Affidavit **must** be hand signed by each voter. An electronic signature cannot be accepted.
3. Upon receiving the written request, spoil and issue a new ballot in QVF. Give the voter a new ballot and new envelope.
4. Keep the first ballot issued in the first envelope issued.
5. Staple the voters' written request to the envelope.
6. Put the ballot envelope with the written request attached into the appropriate "spoiled ballot" envelope.
7. Precinct # \_\_\_\_\_ Original Ballot # \_\_\_\_\_

(1) Not later than 5 p.m. on the Friday immediately before an election, an elector may submit a signed, written statement to his or her city or township clerk requesting that the clerk do both of the following:

- (a) Spoil the elector's absent voter ballot.
- (b) Provide or mail a new absent voter ballot to the elector.

(2) Upon receipt of a signed, written statement from an elector as described in subsection (1), the city or township clerk shall mark the absent voter ballot return envelope of that elector as "spoiled" and retain the envelope. In addition, the city or township clerk shall provide or mail a new absent voter ballot to that elector.

(3) An elector who has returned an absent voter ballot may, before 10 a.m. on the day before an election except Sunday or a legal holiday, appear in person at his or her city or township clerk's office to do both of the following:

(a) Spoil his or her absent voter ballot by submitting a signed, written statement to the city or township clerk indicating that the elector wishes to have his or her absent voter ballot spoiled.

- (b) Vote a new absent voter ballot in the clerk's office.

(4) Upon receipt of the signed, written statement from an elector as described in subsection (3)(a), the city or township clerk shall mark the absent voter ballot return envelope of that elector as "spoiled" and retain the envelope. In addition, the city or township clerk shall issue the elector a new absent voter ballot that must be voted by the elector in the clerk's office.

(5) Not later than 5 p.m. on the Friday immediately before an election, an elector who has lost his or her absent voter ballot or not yet received his or her absent voter ballot in the mail may submit a signed, written statement to his or her city or township clerk requesting that the clerk do both of the following:

- (a) Spoil the elector's absent voter ballot.
- (b) Provide or mail a new absent voter ballot to the elector.

(6) Upon receipt of a signed, written statement from an elector as described in subsection (5), the city or township clerk shall indicate in the qualified voter file that the original ballot is spoiled. In addition, the city or township clerk shall provide or mail a new absent voter ballot to that elector.

(7) An elector who has lost his or her absent voter ballot or not yet received his or her absent voter ballot in the mail may, before 4 p.m. on the day before an election except Sunday or a legal holiday, appear in person at his or her city or township clerk's office to do both of the following:

(a) Spoil his or her absent voter ballot by submitting a signed, written statement to the city or township clerk indicating that the elector wishes to have his or her absent voter ballot spoiled.

- (b) Vote a new absent voter ballot in the clerk's office.

8) Upon receipt of the signed, written statement from an elector described in subsection (7)(a), the city or township clerk shall indicate in the qualified voter file that the original ballot is spoiled. In addition, the city or township clerk shall issue the elector a new absent voter ballot that must be voted by the elector in the clerk's office.