

## **How to Vote If You're in the Hospital**

A voter who is hospitalized at any point between 7 days before Election Day and 5 p.m. on Election Day, and who hasn't already cast a ballot, can ask for an absentee ballot by agent.

If the voter is not registered to vote or needs to update their name or address, they must complete a Voter Registration Application and provide Proof of Residence. (If the voter needs assistance, see A, below)

### **Keywords:**

Agent – An agent is the person who the voter chooses to deliver their Application for Absentee Ballot, bring them their ballot, and return their voted ballot.

Assistant – An assistant is the person the voter chooses to sign forms or fill out a ballot at their direction.

Municipal clerk – A municipal clerk is the person who takes Voter Registration Applications and Applications for Absentee Ballot, and issues absentee ballots.

Witness – A witness is the person who watches the voter fill out their ballot, but they do not see who the voter votes for in any races.

**The agent, assistant, and witness can be the same person.**

### **Getting Assistance:**

If a voter cannot sign a form or fill in their ballot because of a disability, an assistant can do it for them. The assistant must also complete an additional step after providing assistance on the following forms:

- A. Voter Registration Application: In Section 10, the assistant signs the Certification of Assistant and writes their address.
- B. Application for Absentee Ballot: The assistant signs and dates the Assistant Declaration/Certification.
- C. Absentee Ballot: The assistant initials the Certification of Voter Assistance.
- D. Certificate Envelope: In Step 2, the assistant signs the Certification of Assistant.

## **How to Vote If You're in the Hospital**

1. The voter fills out a Wisconsin Application for Absentee Ballot. In Section 7, the voter checks the box that says they are in the hospital and need an agent to bring them an absentee ballot. (If the voter needs assistance, see B, opposite)
2. In Section 7, the agent writes their first, middle, and last name, signs their name, and writes their address.
3. The voter gives their Photo ID to their agent.
4. The agent goes to the voter's municipal clerk's office and gives the voter's Absentee Application and Photo ID to the clerk.
5. The agent shows their own Photo ID to the clerk.
6. The municipal clerk gives the agent the Absentee Ballot, Certificate Envelope, and Uniform Instructions for the voter.
7. The agent goes back to the hospital and gives the Absentee Ballot, Absentee Certificate Envelope, and Uniform Instructions to the voter.
8. The voter votes their Absentee Ballot in front of their agent or a different witness. (If the voter needs assistance, see C, opposite)
9. The voter puts their voted ballot in the Absentee Certificate Envelope, seals and signs the envelope in Step 2 and fills out voter information in Step 1 if it is blank. (If the voter needs assistance, see D opposite)
10. In Step 3, the agent, or a different person who saw the voter fill out their ballot, signs their name as the witness and writes their printed name and address.
11. The agent takes the certificate envelope to the voter's municipal clerk or polling place before 8 p.m. on Election Day.