

VOTE BY MAIL BALLOT PROCESS

Ballot packets are prepared and mailed to registered voters no later than 21 days before each election. The ballot includes: Outer envelope, Inner return envelope and Instructions Ballot

The US Postal Service delivers the ballot packet to registered voters.

The voter makes selections on the ballot, signs the affidavit, and prepares their ballot in the return postage paid envelope for mailing.

The voter returns their ballot using one of the following:

- Postage-paid return envelope provided in the ballot packet
- Hand-deliver and drop in ballot box at Utah County Offices, 100 East Center, Provo or Springville City Offices, 110 South Main Street, Springville.

Upon receipt by the Utah County Election office, the outer envelope is opened, revealing the signature on the affidavit. The ballot remains sealed inside the inner envelope.

- The signature is compared and verified with the signature on the voter's registration.
- The affidavit is removed from the envelope, making the ballot anonymous.
- The envelope is securely stored until Election Day

On Election Day, the ballot is re-moved from the envelope by an election judge. The ballot is unfolded and prepared for counting.

The ballot is counted by an election judge with the Utah County Elections office.

Results of the election will be posted on the city's website after the polls close later that night. Final counts may take longer.

Registered voters may also vote their mailed ballot in person on Election Day at the City office, 110 South Main, Springville from 7:00 a.m. – 8:00 p.m.