Office of the Revisor of Statutes
Administrative Rules

TITLE: Adopted Permanent Rules Relating to Election Administration

AGENCY: Secretary of State

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The attached rules are approved for
filing with the Secretary of State

Jason F. Kuenle
Deputy Revisor

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Secretary of State

Adopted Permanent Rules Relating to Election Administration

8200.3000 REGISTRATION IN WRONG COUNTY.

A county auditor must accept a voter registration application delivered to the county auditor, even if the voter registration application includes a residential address outside of the county. When a county auditor receives a voter registration application with a residential address in another county, the auditor shall within two working days forward the application to the auditor of the proper county if the county can be ascertained.

8200.3550 NOTICE OF CHALLENGE REMOVAL.

The county auditor shall mail a notice indicating the person's name, address, precinct, and polling place to any registered voter whose right to vote has been restored after the person is no longer incarcerated; who has been removed from under a guardianship of the person under which the person did not retain the right to vote; or who has been restored to capacity by the court after being ineligible to vote. The notice must require that it be returned if not deliverable.

8200.5100 REGISTRATION AT PRECINCT ONLY.

Subpart 1. **Procedure; proof.** Any person otherwise qualified but not registered to vote in the precinct in which the person resides may register to vote on election day at the polling place of the precinct in which the person resides. To register on election day, a person must complete and sign the registration application and provide proof of residence. A person may prove residence on election day only:

[For text of items A to D, see Minnesota Rules]

E. by having an employee employed by and working in a residential facility located in the precinct, who knows that the applicant is a resident of that residential facility, vouch

for that facility resident, and sign the oath in part 8200.9939, in the presence of the election judge.

"Residential facility" is defined in Minnesota Statutes, section 201.061.

To be eligible to sign the oath, the employee must show proof of employment at the residential facility, which may be accomplished by methods including:

[For text of subitems (1) to (3), see Minnesota Rules]

[For text of subpart 2, see Minnesota Rules]

Subp. 3. [See repealer.]

Subp. 4. [Repealed, 38 SR 1368]

Subp. 5. **Update.** A registered voter may ~~change~~ update the information on record on election day at the polling place of the precinct in which the voter now resides. To do so, the voter must submit a voter registration application meeting all the requirements of Minnesota Statutes, section 201.071, and provide proof of residence as described in subparts 1 or 2. Subparts 1 and 2 and parts 8200.5200 to 8200.5500 apply to any update of a registration under this subpart.

8200.9115 FORM OF POLLING PLACE ROSTERS.

Subpart 1. **General form of roster.** The polling place rosters must contain the following items from the statewide registration system: voter's name, voter's address, voter's date of birth, voter's school district number, and a line on which the voter's signature can be written. When a voter's registration has been challenged pursuant to Minnesota Statutes, section 201.121, subdivision 2, an indicator noting the voter's challenged status must be printed on the line or included in the field provided for the voter's signature. A similar indicator must be printed on the line or included in the field provided for the voter's signature to note a voter's guardianship or felony incarceration status, if any.

The following certification must be included at the top of each page of the polling place roster: "I swear or affirm that I am at least 18 years of age and a citizen of the United States; that I have maintained residence in Minnesota for 20 days immediately preceding the election and maintain residence at the address or location shown; that I am not under guardianship of the person in which the court order revokes my right to vote, have not been found by a court to be legally incompetent to vote, and that I have the right to vote because, if convicted of a felony, I am not currently incarcerated for that conviction; and that I am registered and will be voting only in this precinct. I understand that giving false information is a felony punishable by not more than five years imprisonment and a fine of not more than $10,000, or both."

For polling places using electronic rosters, the same certification must be included as part of the voter signature certificate pursuant to Minnesota Statutes, section 201.225, subdivision 2, clause (9).

One or more pages in a printed polling place roster must be provided for use by voters who register to vote in the polling place on election day. An election day registrant shall fill in the registrant's name, address, and date of birth and shall sign the roster on the line provided.

The polling place roster must also contain the name of the precinct and, for paper rosters, must include a page number. In addition, each line provided for a voter's signature must be consecutively numbered on each page.

The roster may also include additional material as permitted under Minnesota Statutes, section 201.221, subdivision 3.

[For text of subparts 2 and 3, see Minnesota Rules]

8200.9300 MAINTAINING CERTAIN VOTER REGISTRATION RECORDS; SECURITY.

[For text of subparts 1 to 9, see Minnesota Rules]

Subp. 10. **Voter's receipt.** With regard to ballots cast at polling places on election day, the election judges shall determine the number of ballots to be counted by comparing the number of ballots with the number of voter's receipts issued pursuant to Minnesota Statutes, section 204C.10, or the number of names signed on the polling place roster. The election jurisdiction may require that the election judges number or initial each voter's receipt as it is issued.

[For text of subpart 11, see Minnesota Rules]

8200.9310 TREATMENT OF VOTER REGISTRATION APPLICATIONS.

[For text of subparts 1 to 3, see Minnesota Rules]

Subp. 4. [Repealed, 31 SR 350]

Subp. 5. **Updates.**

A. A voter with an active voter registration may ~~change~~ update the information on record by submitting a voter registration application meeting all the requirements of Minnesota Statutes, section 201.071, subdivision 1. Parts 8200.2600 to 8200.4000 shall apply to the processing of any update submitted through this subpart.

[For text of item B, see Minnesota Rules]

8200.9940 PRECINCT LIST OF PERSONS VOUCHING FOR VOTER RESIDENCE ON ELECTION DAY AND NUMBER OF PERSONS VOUCHED FOR.

Subpart 1. **Required information.** Information regarding persons vouching for voter residence on election day must be tracked according to the form and instructions in subpart 2. Counties, municipalities, or school districts authorized to use electronic rosters pursuant to Minnesota Statutes, section 201.225, may instead collect this information electronically.

Subp. 2. **Instructions and form.**

Instructions and Form:

Precinct List of Persons Vouching

City/Town_____ Ward_____ Precinct_____

- To be completed by election judges.
- Use to track the number of people vouched for by each voucher.
- Cross out the next number each time that person vouches for a registrant.
- Employees of residential facilities may vouch for an unlimited number of facility residents who are registering to vote at the facility's address. Otherwise, vouchers may only vouch for a maximum of eight registrants.

Voucher's Name	Voucher's Voter ID No.	Number Vouched for on Election Day
Example: John Doe	1234567	1 2 3 4 5 6 7 8
1		1 2 3 4 5 6 7 8
2		1 2 3 4 5 6 7 8
3		1 2 3 4 5 6 7 8
4		1 2 3 4 5 6 7 8
5		1 2 3 4 5 6 7 8
6		1 2 3 4 5 6 7 8
7		1 2 3 4 5 6 7 8
8		1 2 3 4 5 6 7 8
9		1 2 3 4 5 6 7 8
10		1 2 3 4 5 6 7 8
11		1 2 3 4 5 6 7 8
12		1 2 3 4 5 6 7 8
13		1 2 3 4 5 6 7 8
14		1 2 3 4 5 6 7 8
15		1 2 3 4 5 6 7 8
16		1 2 3 4 5 6 7 8

17	1 2 3 4 5 6 7 8
18	1 2 3 4 5 6 7 8
19	1 2 3 4 5 6 7 8
20	1 2 3 4 5 6 7 8
21	1 2 3 4 5 6 7 8
22	1 2 3 4 5 6 7 8
23	1 2 3 4 5 6 7 8
24	1 2 3 4 5 6 7 8
25	1 2 3 4 5 6 7 8
26	1 2 3 4 5 6 7 8
27	1 2 3 4 5 6 7 8
28	1 2 3 4 5 6 7 8
29	1 2 3 4 5 6 7 8
30	1 2 3 4 5 6 7 8

Certified by the Head Election Judge of the Precinct:

_____ _____ _____

Printed Name Signature Date

8200.9950 CHALLENGES TO VOTER REGISTRATION, SPECIFIED BY PART 8200.7100.

To the Auditor of _____County

County Courthouse

_____(County Seat), Minnesota

I, _____ (Name of person making challenge), am a registered voter in _____ County, Minnesota. I reside at _____ (Street or Route No.) _____ (City or Township).

I challenge the registration of _____ (Name of challenged voter) whose registration lists his or her residence as _____ (Street or Route No.) _____ (City or Township).

The grounds for my challenge are based on the following facts and circumstances: __

_____

_____

(attach additional sheets of signed statement, including supporting documents, affidavits, or other evidence, if necessary).

I swear or affirm that this challenge is based on my personal knowledge, and that I have exercised due diligence to personally verify the facts and circumstances establishing the basis for the challenge.

__/__/__ _____

(Date) (Signature of Challenger)

8210.0100 PRESIDENTIAL ABSENTEE BALLOTS.

[For text of subpart 1, see Minnesota Rules]

Subp. 2. **Form of certificate of eligibility.**

Signature Envelope

Voter must complete this section please print clearly

Voter name_____

Voter former address in MN_____

_____ MN

ID number

(MN driver's license #,

MN ID card #,

or last four digits of SSN) _____

○ I do not have a MN-issued driver's license, MN-issued ID card, or Social Security number.

Current phone number (optional):

_____

Current email address (optional):

_____

I certify that I

- will be at least 18 years old on election day;
- am a citizen of the United States;
- am not under guardianship of the person in which the court order revokes my right to vote;
- have not been found by a court to be legally incompetent to vote;
- am not currently incarcerated for a conviction of a felony offense;
- previously lived in Minnesota at the address printed above;
- moved from Minnesota to another state within 30 days of the election; and
- am not eligible to vote in the state in which I now live.

Voter Signature X_____

8210.0200 PERMANENT ABSENTEE VOTER.

[For text of subparts 1 to 3, see Minnesota Rules]

Subp. 4. **Permanent absentee voter.** An eligible voter under Minnesota Statutes, section 203B.04, subdivision 5, may apply to the county auditor or municipal clerk using a form provided by the secretary of state to automatically receive an absentee ballot for each election in which the voter is eligible to vote. The voter's permanent absentee voter

status must be indicated and permanently maintained on the voter's registration record on the statewide voter registration system.

The county auditor shall maintain a list of voters who have applied to automatically receive an absentee ballot.

[For text of subparts 4a to 6, see Minnesota Rules]

8210.0225 APPLICATIONS FROM CHALLENGED VOTERS.

A voter registration application must be sent with the ballot to any challenged voter who applies for an absentee ballot. The absentee ballot process must be administered as if the voter was not registered to vote.

8210.0500 INSTRUCTIONS TO ABSENT VOTER.

Subpart 1. **Required instructions.** Instructions to the absent voter shall be transmitted with the absentee ballot materials. The instructions shall be in the form in subparts 2, 3, or 4 or 5 and 6, except that jurisdictions may substitute the deadline for agent delivery of ballots from 5:00 p.m. to 8:00 p.m. for those individuals voting pursuant to Minnesota Statutes, section 203B.11. The instruction headings with numbers must be in no smaller than 12-point type and the rest of the text must be in no smaller than 10-point type, except for the confidentiality notice, which may be in 7-point type. The instructions must explain how to correctly mark the ballot. The instructions must inform the voter of the effect of casting multiple votes for an office and, in the case of a partisan primary, the effect of voting for candidates of more than one party. The instructions must include information on how to correct a ballot before it is cast and counted, including instructions on how to request a replacement ballot if the voter is unable to change the ballot or correct an error. The instructions must include a graphic depiction of the absentee ballot materials and how they are to be completed and assembled by the voter. The instructions must also include a privacy notice that complies with Minnesota Statutes, section 13.04. The secretary of state must

provide each county auditor with sample instructions with graphic depictions. Jurisdictions may provide additional jurisdiction-specific instructions to voters, provided the instructions comply with the typeface requirements of this part.

Subp. 2. **Instructions for registered voters.**

Instructions

How to vote by absentee ballot

for registered voters

You will need:

- Ballot*
- Tan ballot envelope*
- White signature envelope*
- Larger white return envelope*
- Pen with black ink
- Your ID number

  Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security number.

  See below if you do not have any of these numbers.
- Witness

  Any person who is at least 18 years of age on or before the day of the election and who is a citizen of the United States,

  including your spouse or relative,

  or a notary public,

  or a person with the authority to administer oaths

* If any of these items are missing, please contact your local election official.

1 Vote!

- Show your witness your blank ballot, then mark your votes in private.
- Follow the instructions on the ballot.
- Do not write your name or ID number anywhere on the ballot.
- Do not vote for more candidates than allowed. *If you do, your votes for that office will not count.*

See the other side if you make a mistake on your ballot.

2 Seal your ballot in the tan ballot envelope

- Carefully refold the ballot the way it was delivered to you.
- Do not write on this envelope.

3 Put the tan ballot envelope into the white signature envelope

4 Fill out the white signature envelope completely

- If there is no label, print your name and Minnesota address.
- Print your Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security number.

  Be sure to use one of the same numbers that you provided on your absentee ballot application. You may provide both numbers if you are unsure what you provided on your absentee ballot application.

  If you do not have any of these numbers, check the box.
- Read and sign the oath.
- Ask your witness to print their name in the box at the top of the witness section and sign their name in the box at the bottom of the witness section.

  If your witness is an official or notary, they must print their title.

  Notaries must also affix their stamp.
- Seal the envelope.

5 Put the signature envelope into the larger white return envelope to protect your private information from view

- Seal the envelope.

6 Return your ballot by Election Day to the address on the return envelope

Ballots may not be delivered to your polling place

You have three options:

- Send it so it arrives by Election Day, using U.S. mail or a package delivery service,
- Deliver it in person before election day or by 5:00 p.m. on Election Day, or
- Ask someone to deliver it by 5:00 p.m. on Election Day.

  This person cannot deliver more than 3 ballots.

See the other side for special instructions if you have a disability.

To check the status of your absentee ballot, visit mnvotes.gov.

Correcting a mistake

- If time allows, ask for a new ballot from your election office. Contact your election office at [email] or [phone number], or

- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections).

If you have a disability:

If you have a disability or cannot mark your ballot, your witness may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

<u>If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county election office. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your county election office.</u>

When signing the envelope, Minnesota law says you may:

- Sign the signature envelope yourself, or
- Make your mark, or
- Ask your witness to sign for you in your presence. (Have the witness sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask your witness to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

- ~~If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county auditor. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your local election office.~~

Please note: Voting is not covered by power of attorney. A person with power of attorney may only sign for you in your presence, as outlined above.

Subp. 3. **Instructions for nonregistered voters.**

Instructions

How to vote by absentee ballot

You will need:

- Ballot*
- Tan ballot envelope*
- Voter registration application*
- White signature envelope*
- Larger white return envelope*
- Pen with black ink
- Minnesota driver's license with your address

or other authorized proof of where you live.

See other side for a list of options

- Your ID number

  Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security number.

  See below if you do not have any of these numbers.

- Witness

  Any person who is at least 18 years of age on or before the day of the election and who is a citizen of the United States,

  including your spouse or relative,

  or a notary public,

  or a person with the authority to administer oaths

* If any of these items are missing, please contact your local election official.

Important: You must submit the voter registration application with your ballot (in the white signature envelope) for your vote to be counted.

1 Fill out the voter registration application and sign it

- Show your witness your driver's license or other authorized proof of where you live.

  See the other side for a list of options.

2 Vote!

- Show your witness your blank ballot, then mark your votes in private.
- Follow the instructions on the ballot.
- Do not write your name or ID number anywhere on the ballot.
- Do not vote for more candidates than allowed. *If you do, your votes for that office will not count.*

  See the other side if you make a mistake on your ballot.

3 Seal your ballot in the tan ballot envelope

- Carefully refold the ballot the same way it was delivered to you.
- Do not write on this envelope.

4 Put the tan ballot envelope and the voter registration application in the white signature envelope

5 Fill out the white signature envelope completely

- If there is no label, print your name and Minnesota address.
- Print your Minnesota driver's license number, Minnesota ID card number, or the last four digits of your Social Security number.

  Be sure to use one of the same numbers that you provided on your absentee ballot application. You may provide both numbers if you are unsure what you provided on your absentee ballot application.

  If you do not have any of these numbers, check the box.
- Read and sign the oath.
- Ask your witness to print their name in the box at the top of the witness section, indicate which proof you showed them, and sign their name in the box at the bottom of the witness section.

  If your witness is an official or notary, they must print their title.

  Notaries must also affix their stamp.
- Seal the envelope.

6 Put the signature envelope into the larger white return envelope to protect your private information from view

- Seal the envelope.

7 Return your ballot by Election Day to the address on the return envelope

Ballots may not be delivered to your polling place

You have three options:

- Send it so it arrives by Election Day, using U.S. mail or a package delivery service,
- Deliver it in person before election day or by 5:00 p.m. on Election Day, or
- Ask someone to deliver it by 5:00 p.m. on Election Day.

  This person cannot deliver more than 3 ballots.

To check the status of your absentee ballot, visit mnvotes.gov.

Options for proof of where you live

A valid Minnesota driver's license, Minnesota ID card, or permit with your current address

or

A photo ID that does not have your current address along with a document that has your current address

- **Eligible photo IDs:** Minnesota or another state's driver's license, learner's permit, or ID card; U.S. passport; U.S. military or veteran ID card; Minnesota high school/college/university ID card; or tribal ID card with your signature, from a tribe recognized by the Bureau of Indian Affairs (BIA).
- **Eligible documents with your current address:** an original bill, including account statements and start-of-service notifications, dated within 30 days before or with a due date 30 days before or after the election; a current student fee statement; or a residential lease if valid through election day. Eligible bills are: gas, electric, solid waste, water, sewer, phone, cell phone, television, Internet provider, credit card, or banking services; or bills for rent or mortgage payments.

or one of the following:

- A receipt for a valid Minnesota driver's license, Minnesota ID card, or permit with your current address
- Vouching: the signature of a registered voter who lives in your precinct and personally knows that you live in the precinct. If your witness is registered to vote in this precinct, your witness may vouch for you. *This person must complete and sign the voucher form on the back of the voter registration application.*
- A tribal ID card with your name, address, signature, and picture, from a tribe recognized by the BIA
- A "Notice of Late Registration" if you received one from the county auditor or city clerk
- If you have moved within your precinct or changed your name, a current registration in the precinct
- Vouching for residents of certain residential facilities: the signature of an employee of your residential facility~~, including nursing homes, assisted living facilities, domestic abuse victim shelters, homeless shelters, etc~~. The employee must complete and sign the voucher form on the back of the voter registration application. A

comprehensive list of residential facilities eligible for this form of vouching is located in Minnesota Statutes, section 201.061, subdivision 3, and is available at mnvotes.gov/residentialfacility. If you are not sure if the residential facility where you live is eligible, call your local election official. ~~*The employee must complete and sign the voucher form on the back of the voter registration application.*~~

Correcting a mistake

- If time allows, ask for a new ballot from your election office. Contact your election office at [email] or [phone number], or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections).

If you have a disability:

If you have a disability or cannot mark your ballot, your witness may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county election office. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your county election office.

When signing the envelope, Minnesota law says you may:

- Sign the signature envelope yourself, or
- Make your mark, or
- Ask your witness to sign for you in your presence. (Have the witness sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask your witness to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

- ~~If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county auditor. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your local election office.~~

Please note: Voting is not covered by power of attorney. A person with power of attorney may only sign for you in your presence, as outlined above.

Subp. 4. **Instructions for military and overseas voters transmitted ballots by mail.**

Instructions

How to vote by absentee ballot for military and overseas voters

You will need:

- Ballot*
- Tan ballot envelope*
- White signature envelope*
- Larger white return envelope*
- Pen with black ink
- Your ID number

  Minnesota driver's license number, Minnesota ID card number, U.S. passport number, or the last four digits of your Social Security number.

  See below if you do not have any of these numbers.

* If any of these items are missing, please contact your local election official.

1 Vote!

- Mark your votes in private.
- Follow the instructions on the ballot.
- Do not write your name or ID number anywhere on the ballot.

- Do not vote for more candidates than allowed. *If you do, your votes for that office will not count.*

See the other side if you make a mistake on your ballot.

2 Seal your ballot in the tan ballot envelope

- Carefully refold the ballot the way it was delivered to you.
- Do not write on this envelope.

3 Put the tan ballot envelope into the white signature envelope

4 Fill out the white signature envelope completely

- If there is no label, print your name and Minnesota address (present or last).
- Print your email address and phone number (optional).
- Print your Minnesota driver's license number, Minnesota ID card number, passport number, or the last four digits of your Social Security number.

Be sure to use one of the same numbers that you provided on your absentee ballot application. You may provide ~~both numbers~~ more than one number if you are unsure what you provided on your absentee ballot application.

If you do not have access to any of these documents, leave this space blank.

- Read and sign the oath.
- Seal the envelope.

5 Put the signature envelope into the larger white return envelope to protect your private information from view

- Seal the envelope.

6 Return your ballot by Election Day to the address on the return envelope

- Send it so it arrives by Election Day, using mail, a package delivery service, or the diplomatic pouch at a U.S. embassy or consulate.
- Postage is not required if the postal permit is on the envelope and it is sent using U.S. mail, U.S. military mail, or the diplomatic pouch. Postage may be required if you use a foreign mail service or a package delivery service.

See the other side for special instructions if you have a disability.

To check the status of your absentee ballot, visit mnvotes.gov.

If you have any questions, contact your county elections office at [insert email address] or [insert telephone number].

Correcting a mistake

- If time allows, ask for a new ballot from your election office. Contact your election office at [email] or [phone number], or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections).

If you have a disability:

If you have a disability or cannot mark your ballot, another person may assist you by marking your ballot at your direction, assembling the materials, and filling in the forms for you.

If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county election office. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your county election office.

When signing the envelope, Minnesota law says you may:

- Sign the signature envelope yourself, or
- Make your mark, or
- Ask another person to sign for you in your presence. (Have this person sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask another person to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

- ~~If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county auditor. If you request a ballot be transmitted electronically~~

~~in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your local election office.~~

Please note: Voting is not covered by power of attorney. A person with power of attorney may only sign for you in your presence as outlined above.

Subp. 5. **Cover letter for military and overseas voters transmitted ballots electronically.** Dear Military/Overseas Absentee Voter:

Your absentee ballot and supporting materials for the election on [month day, year] are attached. Your absentee ballot is being sent to you electronically because you requested this delivery method on your application. Please print, fill out, and return these materials so they are received by your county by Election Day, [day of the week], [month day, year].

A paper ballot must be returned to Minnesota and received by Election Day to be counted.

You may use the domestic mail service of the country you are located in, an international package delivery service, or the military or state department's mail services. Be sure to vote and return this ballot as soon as possible to ensure timely return. Your ballot must be received by your county elections office by Election Day to be counted.

This communication contains:

- A ballot
- Voting instructions
- Ballot envelope template
- Certificate of Eligibility
- Mailing envelope template

Carefully follow the instructions to ensure proper return of your voted ballot.

□ Print the materials

□ Fill out your ballot

□ Fold and seal your ballot and place it in your ballot envelope

□ Fill out the Certificate of Eligibility

□ Put the completed materials in your mailing envelope

□ Send your ballot by mail or package delivery service so that it is received by Election Day

To check the status of your absentee ballot, visit mnvotes.gov.

Contact your county elections office at [email] or [phone number] if you have any questions. Voting assistance for military and overseas citizens is also available at https://www.fvap.gov/.

Please note: Each voter must submit an application and receive their own ballot. **Do not forward this ballot to other voters.** A ballot received from a voter who did not submit an application will not be counted. Refer other military or overseas voters who need to apply for a ballot to mnvotes.gov.

Thank you.

Subp. 6. **Instructions for military and overseas voters transmitted ballots electronically.**

Instructions

How to vote by absentee ballot for military and overseas voters sent ballots electronically

Note: Your ballot must be printed out and physically returned. It cannot be returned electronically.

You will need:

- A printer
- A pen with black ink
- Two envelopes (you have 3 options):
  - Address your own blank envelopes by hand
  - Print the envelope templates directly onto envelopes (print the mailing envelope onto an envelope approximately 4 1/8 inches x 9 1/2 inches so that everything is positioned according to postal regulations)
  - If you do not have access to any envelopes, create the envelopes by folding and taping or gluing the attachments.
- Your ID number

  Minnesota driver's license number, Minnesota ID card number, U.S. passport number, or the last four digits of your Social Security number.

  See below if you do not have access to any of these numbers.

1 Print the materials

- Print your ballot, the Certificate of Eligibility, and the envelope templates if you are using them.
- Please note that the ballot may take multiple pages.
- Your printer should automatically scale the document to fit on the printable area of the page. Just be sure that none of the words or ovals are cut off.

2 Vote!

- Mark your votes in private.
- Follow the instructions on the ballot.
- Do not write your name or ID number anywhere on the ballot.
- Do not vote for more candidates than allowed. *If you do, your votes for that office will not count.*

  See below if you make a mistake on your ballot.

3 Use one of the envelopes as the ballot envelope

- Put your ballot in this envelope to keep your votes private.
- Seal the envelope.
- Do not write on this envelope.

4 Fill out the Certificate of Eligibility completely

- Print your name and your Minnesota street address, including city (present or last).
- Print your email address and phone number (optional).
- Print your Minnesota driver's license number, Minnesota ID card number, passport number, or the last four digits of your Social Security number.

  Be sure to use one of the same numbers that you provided on your absentee ballot application. You may provide ~~both numbers~~ more than one number if you are unsure what you provided on your absentee ballot application.

  If you do not have access to any of these documents, leave this space blank.
- Read and sign the oath.

5 Put it all together

- Attach the Certificate of Eligibility to the ballot envelope.
- Your second envelope is the return (mailing) envelope.
- Put the ballot envelope and the Certificate of Eligibility into the return envelope.
- Seal the return envelope.
- Address the return envelope to:

  Official Absentee Balloting Material

  ..... County

  [Street address]

  [City], MN [Zip Code]

  USA

6 Return your ballot by Election Day to the address above

- Send it so it arrives by Election Day, using mail, a package delivery service, or the diplomatic pouch at a U.S. embassy or consulate.
- Postage is not required if the postal permit is on the envelope and it is sent using U.S. mail, U.S. military mail, or the diplomatic pouch. Postage may be required if you use a foreign mail service or a package delivery service.

To check the status of your absentee ballot, visit mnvotes.gov.

If you need any help while voting, please contact your county elections office at [insert email address] or [insert telephone number].

Correcting a mistake

- Print out a new ballot, or
- Ask for a new ballot from your election office, or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections).

If you have a disability:

If you have a disability or cannot mark your ballot, another person may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county election office. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your county election office.

When signing the Certificate of Eligibility, Minnesota law says you may:

- Sign the Certificate yourself, or
- Make your mark, or

- Ask another person to sign for you in your presence. (Have this person sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask another person to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

- ~~If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county auditor. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your local election office.~~

Please note: Voting is not covered by power of attorney. A person with power of attorney may only sign for you in your presence as outlined above.

[For text of subpart 7, see Minnesota Rules]

8210.0600 STATEMENT OF ABSENTEE VOTER.

[For text of subpart 1, see Minnesota Rules]

Subp. 1a. **Statement of registered absentee voter form.**

Signature Envelope

Voter must complete this section please print clearly

Voter name_____

Voter MN address_____

_____ MN

ID number

(MN driver's license #,

MN ID card #,

or last four digits of SSN) _____

○ I do not have a MN-issued driver's license, MN-issued ID card, or a Social Security Number.

I certify that on Election Day I will meet all the legal requirements to vote.

Voter Signature X_____

Witness must complete this section

Witness name_____

_____

_____

Title - only required for authorized officials or notaries

_____

I certify that:

- the voter showed me the blank ballot before voting;
- the voter marked the ballot in private or, if physically unable to mark the ballot, the ballot was marked as directed by the voter;
- the voter enclosed and sealed the ballot in the ballot envelope; and
- I am at least 18 years of age on or before the day of the election and a citizen of the United States, or am a notary, or am authorized to give oaths.

Witness Signature X_____

If notary, must affix stamp

Subp. 1b. **Statement of nonregistered absentee voter form.**

Signature Envelope

Voter must complete this section please print clearly

Voter name_____

Voter MN address_____

_____ MN

ID number

(MN driver's license #,

MN ID card #,

or last four digits of SSN) _____

○ I do not have a MN-issued driver's license, MN-issued ID card, or a Social Security Number.

I certify that on Election Day I will meet all the legal requirements to vote.

Voter Signature X_____

Witness must complete this section

Witness name_____

_____

_____

Title - only required for authorized officials or notaries

_____

Witness MUST CHECK ONE indicating proof of residence provided by voter: (See instructions)

○ MN driver's license, ID card, permit, or receipt

○ Bill, student fee statement, or residential lease plus photo ID

○ Registered voter in the precinct who vouched for voter's residence in the precinct (must complete the voucher form on the back of the Voter Registration Application)

○ Tribal ID card

○ Notice of late registration

○ Previous registration in the same precinct

○ An employee of a residential facility in the precinct who vouched for voter's residence at the facility (must complete the voucher form on the back of the Voter Registration Application)

I certify that:

- the voter showed me the blank ballot before voting;
- the voter marked the ballot in private or, if physically unable to mark the ballot, the ballot was marked as directed by the voter;

- the voter enclosed and sealed the ballot in the ballot envelope;
- the voter registered to vote by filling out and enclosing a voter registration application in this envelope;
- the voter provided proof of residence as indicated above; and
- I am at least 18 years of age on or before the day of the election and a citizen of the United States, or am a notary, or am authorized to give oaths.

Witness Signature X_____

If notary, must affix stamp

[For text of subpart 2, see Minnesota Rules]

Subp. 3. **Printing specifications.** The statement shall be printed on the back of the absentee ballot signature envelope. The words "Voter must complete this section" and "Witness must complete this section" shall be printed in no smaller than 12-point bold type. The "X" on the signature lines must be in at least 20-point type. The remainder of the statement shall be printed in no smaller than 10-point medium type. The area for the voter's name and address must be no smaller than 1-1/4 inches by 3-1/4 inches. The voter's certificate must be at least 4-1/8 inches wide.

[For text of subparts 4 and 4a, see Minnesota Rules]

8210.0710 FORMAT AND INSTRUCTIONS FOR ABSENTEE BALLOT RETURN ENVELOPES.

[For text of subparts 1 and 2, see Minnesota Rules]

Subp. 3. **Envelope labeling.** The envelopes with the form printed according to part 8210.0600, subpart 1a, must have the words "Signature Envelope - Registered" printed in no smaller than 8-point type. The envelopes with the form printed according to part 8210.0600, subpart 1b, must have the words "Signature Envelope - Nonregistered" printed in no smaller than 8-point type. The envelopes printed with the form printed according to

part 8210.0800 must have the words "Signature Envelope - UOCAVA" printed in no smaller than 8-point type.

[For text of subpart 4, see Minnesota Rules]

Subp. 5. **Additional instructions for nonregistered voters.** The following words must be printed above the voter's certificate for envelopes with the form prepared under part 8210.0600, subpart 1b:

"Put the Ballot Envelope and the

Voter Registration Application

in here, then seal flap"

The words may appear on the reverse side of the envelope.

[For text of subpart 6, see Minnesota Rules]

Subp. 7. **Checklist for nonregistered voters.** Envelopes with the form printed according to part 8210.0600, subpart 1b, must have the following words printed on the exterior of the return envelope:

"Have you . . .

- □ Sealed your ballot in the tan ballot envelope?
- □ Put the ballot envelope and your voter registration application in the white signature envelope?
- □ Filled out the white signature envelope completely and signed it?
- □ Asked your witness to complete their section and sign their name?
- □ Put the white signature envelope into this envelope?

Return your ballot so it is received by Election Day."

[For text of subpart 8, see Minnesota Rules]

8210.2200 DUTIES OF COUNTY AUDITOR OR MUNICIPAL CLERK UPON RECEIPT OF ABSENTEE BALLOT RETURN ENVELOPE.

Subpart 1. **Personal delivery.** Absentee ballot return envelopes that are delivered in person by an absent voter or an agent must be received by the county auditor or municipal clerk by 5:00 p.m. on election day. Ballots delivered by agent under Minnesota Statutes, section 203B.11, subdivision 4, must be delivered to the county auditor or municipal clerk no later than 8:00 p.m. on election day. Ballots received by personal delivery after 5:00 p.m. on election day or after 8:00 p.m. on election day if delivered under Minnesota Statutes, section 203B.11, subdivision 4, shall be marked as received late by the county auditor or municipal clerk, and must not be delivered to the ballot board.

[For text of subparts 2 and 3, see Minnesota Rules]

8210.2400 SAFEGUARDING PROCEDURES.

The county auditor or municipal clerk shall establish measures for safeguarding absentee ballot return envelopes received prior to election day.

[For text of items A to C, see Minnesota Rules]

D. When the ballot board opens accepted return envelopes pursuant to Minnesota Statutes, section 203B.121, subdivision 4, they must comply with the provisions of that subdivision and promptly report to the secretary of state any discrepancy ~~to the secretary of state promptly~~ between the absentee ballot envelopes and the record required by this rule.

8210.2450 DUTIES OF BALLOT BOARD MEMBERS WHEN EXAMINING RETURN ENVELOPES UNDER MINNESOTA STATUTES, SECTION 203B.121.

[For text of subparts 1 to 4, see Minnesota Rules]

Subp. 5. **Witness eligibility.** An absentee ballot may not be rejected for lack of an eligible witness, if a witness has signed the statement required from a witness by part 8210.0600, subpart 1a or 1b, and, if appropriate:

A. has provided the title indicating that they are eligible to administer oaths; or

B. has affixed a notarial stamp.

Subp. 6. **Ballot already cast.** Ballot board members must use the statewide voter registration system or available polling place rosters to determine whether another ballot from the voter has been accepted. If a ballot is received before the close of business on the 19th day before the election, any ballot that has been previously received from that voter and has not been rejected is deemed spoiled and must not be counted. If a ballot is received after the close of business on the 19th day before the election and another absentee ballot has been accepted for that voter, the return envelope must be marked "rejected."

8210.2500 MAIL PICKUP.

Each municipal clerk shall communicate with the United States postal service facility serving the municipality with regard to the handling of absentee ballot return envelopes received by the post office on election day. The municipal clerk shall take all reasonable steps to ensure that all return envelopes received by the post office on election day are delivered before the closing of the polls to the ballot board. Absentee ballots returned by mail delivery and received after 8:00 p.m. on election day shall be marked as received late by the county auditor or municipal clerk, and must not be delivered to the ballot board.

8210.2700 RECEIPT OF FEDERAL WRITE-IN ABSENTEE BALLOTS.

Subpart 1. **If Federal Post Card Application was received.** If a voter submits a Federal Write-in Absentee Ballot for which a Federal Post Card Application was received, the county auditor must accept or reject the ballot in accordance with Minnesota Statutes, ~~section~~ sections 203B.23 and 203B.24.

[For text of subpart 2, see Minnesota Rules]

8210.3000 MAIL BALLOTING.

[For text of subparts 1 to 3, see Minnesota Rules]

Subp. 4. **Mailing ballots.** The county auditor, municipal clerk, or school district clerk shall mail ballots to the voters registered in the municipality or unorganized territory. A ballot mailing must be sent to each registered voter no earlier than 46 or later than 28 days prior to the election if mail balloting in the voter's precinct is proceeding pursuant to Minnesota Statutes, section 204B.45. No later than 14 days before the election, the auditor must make a subsequent mailing of ballots to those voters who register to vote after the initial mailing but before the 20th day before the election.

A ballot mailing must be sent no earlier than 46 or later than 14 days prior to the election if a mail election is being conducted in the jurisdiction pursuant to Minnesota Statutes, section 204B.46. No later than 14 days before the election, the auditor or clerk must make a subsequent mailing of ballots to those voters who register to vote after the initial mailing but before the 20th day before the election.

No ballot may be mailed to a challenged voter. A notice must be transmitted to challenged voters with an explanation of the challenge and with instructions on how they may apply for an absentee ballot if they believe their registration was challenged in error.

The mail balloting process for voters whose registrations are incomplete under Minnesota Statutes, section 201.061, subdivision 1a, or 201.121, must be administered as if the voter were not registered to vote. A notice must be transmitted to voters with incomplete registrations with instructions on how they may apply for an absentee ballot.

Ballots must be sent by nonforwardable mail. Ballots for eligible voters who reside in health care facilities may be delivered as provided in Minnesota Statutes, section 203B.11. The ballot mailing must be addressed to the voter at the voter's residence address as shown

on the registration file unless the voter completes an absentee ballot request as provided in Minnesota Statutes, section 203B.04 or 203B.16.

A return envelope, a ballot secrecy envelope, and instructions for marking and returning mail ballots must be included with the ballots. The instructions must include a telephone number or electronic mail address which voters can call or write for help in mail voting. The instructions must also include a privacy notice that complies with Minnesota Statutes, section 13.04. At the request of the secretary of state, a survey card that the voter can return to the secretary of state must also be included. The ballot return envelope must be printed with the mail voter's certificate. The ballot return envelope must be addressed for return to the county auditor, municipal clerk, or school district clerk that is conducting the election. First class postage must be affixed to the return envelope.

Subp. 4a. **Form of instructions to mail voters.**

Instructions

How to vote by mail ballot

You will need:

- Ballot*
- Tan ballot envelope*
- White signature envelope*
- Pen with black ink
- Witness

Any person who is at least 18 years of age on or before the day of the election and who is a citizen of the United States,

including your spouse or relative,

or a notary public,

or a person with the authority to administer oaths

* If any of these items are missing, please contact your local election official.

1 Vote!

- Show your witness your blank ballot, then mark your votes in private.
- Follow the instructions on the ballot.
- Do not write your name or ID number anywhere on the ballot.
- Do not vote for more candidates than allowed. *If you do, your votes for that office will not count.*

See the other side if you make a mistake on your ballot.

2 Seal your ballot in the tan ballot envelope

- Carefully refold the ballot the way it was delivered to you.
- Do not write on this envelope.

3 Put the tan ballot envelope into the white signature envelope

4 Fill out the white signature envelope completely

- If there is no label, print your name and Minnesota address.
- Read and sign the oath.
- Ask your witness to print their name in the box at the top of the witness section and sign their name in the box at the bottom of the witness section.

  If your witness is an official or notary, they must print their title instead of an address.

  Notaries must also affix their stamp.
- Seal the envelope.

5 Return your ballot by Election Day to the address on the signature envelope

You have three options:

- Send it so it arrives by Election Day, using U.S. mail or a package delivery service,
- Deliver it in person by 8:00 p.m. on Election Day, or
- Ask someone to deliver it by 8:00 p.m. on Election Day.

  This person cannot deliver more than 3 ballots.

If you have questions, please call (...) ...-.... .

See other side for special instructions if you have a disability

Correcting a mistake

- If time allows, ask for a new ballot from your election office. Contact your election office at [email] or [phone number], or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections).

If you have a disability:

If you have a disability or cannot mark your ballot, your witness may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county election office. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your county election office.

When signing the envelope, Minnesota law says you may:

- Sign the signature envelope yourself, or
- Make your mark, or
- Ask your witness to sign for you in your presence. (Have your witness sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask your witness to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

- ~~If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format~~

~~by contacting your county auditor. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your local election office.~~

Please note: Voting is not covered by power of attorney. A person with power of attorney may only sign for you in your presence as outlined above.

Subp. 4b. **Form of mail voter's certificate.**

Signature Envelope

Voter must complete this section please print clearly

Voter name_____

Voter MN Address_____

_____ MN

I certify that on Election Day I will meet all the legal requirements to vote.

Voter Signature X_____

Witness must complete this section

Witness name_____

_____

_____

Title - only required for authorized officials or notaries

_____

I certify that:

- the voter showed me the blank ballot before voting;
- the voter marked the ballot in secrecy or, if physically unable to mark the ballot, the ballot was marked as directed by the voter;
- the voter enclosed and sealed the ballot in the ballot envelope; and
- I am at least 18 years of age on or before the day of the election and a citizen of the United States, or am a notary, or am authorized to give oaths.

Witness Signature X_____

If notary, must affix stamp

[For text of subparts 4c to 13, see Minnesota Rules]

8215.0200 BALLOTS.

[For text of subparts 1 to 4, see Minnesota Rules]

Subp. 5. **Order and form of write-in candidate lines.** If a party chair has requested that its party ballot contain a place for write-in candidates, below the name of the last candidate ~~for each office~~ shall be placed a blank line, and on the blank line the voter may write the name of persons not printed on the ballot for whom the voter desires to vote. Above or below the write-in line, the words "write-in, if any" must appear in as large as practicable but no smaller than 6-point type and must be aligned next to the vote target.

8215.0300 POLLING PLACE VOTING.

Subpart 1. **Form of roster.** At the presidential nomination primary, the polling place roster must also state: "I am in general agreement with the principles of the party for whose candidate I intend to vote, and I understand that my choice of a party's ballot will be shared with the chair of my selected major political party." This statement must appear separately from the statement certification included in part 8200.9115, subpart 1.

[For text of subparts 2 to 4, see Minnesota Rules]

8215.0400 ABSENTEE VOTING.

[For text of subpart 1, see Minnesota Rules]

Subp. 2. **Application form.**

[For text of item A, see Minnesota Rules]

B. The absentee ballot oath must also contain the following statement: "I am in general agreement with the principles of the party for whose candidate I intend to vote, and

I understand that my choice of a party's ballot will be shared with the chair of my selected major political party."

[For text of subparts 3 to 6, see Minnesota Rules]

Subp. 7. **Change of major party choice.** ~~Until the close of business on the 19th day before the election, a voter may change the voter's choice of which major political party ballot the voter wishes to receive by spoiling the voter's ballot and submitting an application indicating the major political party ballot the voter is requesting.~~ A voter who has returned a ballot may change the voter's choice of which major political party ballot the voter wishes to receive by spoiling the voter's ballot and submitting a new application indicating the major political party ballot the voter is requesting until the close of business on the 19th day before the election. A ballot cast under the alternative procedures provided in Minnesota Statutes, section 203B.081, cannot be spoiled after it has been deposited in the ballot box.

[For text of subparts 8 and 9, see Minnesota Rules]

8215.0500 MAIL BALLOTING.

[For text of subparts 1 and 2, see Minnesota Rules]

Subp. 3. **Form of instructions to mail voters.** Notwithstanding part 8210.3000, subpart 4a, the form of instructions to mail voters to be used in a presidential nomination primary must substitute the following instructions:

How to vote by mail ballot

You will need:

- Ballot*
- Tan ballot envelope*
- White signature envelope*
- Pen with black ink
- Witness

Any person who is at least 18 years of age on or before the day of the election and who is a citizen of the United States,

including your spouse or relative,

or a notary public,

or a person with the authority to administer oaths

*If any of these items are missing, please contact your local election official.

1 Vote!

- Choose the ballot of the party that you are in general agreement with the principles of.
- Show your witness that party's blank ballot, then mark your votes in private.
- Follow the instructions on the ballot.
- Do not write your name or ID number anywhere on your ballot.
- Do not vote for more than one candidate. If you do, your vote will not count.
- Do not vote the ballot of more than one party. Only return one ballot.
- Destroy and discard the extra blank ballot. You can destroy the ballot by shredding or tearing the extra ballot in half. Do not return the extra ballot.

See the other side if you make a mistake on your ballot.

2 Seal only one voted ballot in the tan ballot envelope

- Carefully refold the ballot the way it was delivered to you.
- Do not write on this envelope.

3 Put the tan ballot envelope into the white signature envelope

4 Fill out the white signature envelope completely

- If there is no label, print your name and Minnesota address.
- In the oath, print the name of the political party ballot that you chose. If you do not print a party name, your vote will not count. If you return a different ballot than you indicate in the oath, your vote will not count.
- Read and sign the oath.

- Ask your witness to print their name in the box at the top of the witness section and sign their name in the box at the bottom of the witness section.

  If your witness is an official or notary, they must print their title instead of an address.

  Notaries must also affix their stamp.

- Seal the envelope.

5 Return your ballot by Election Day to the address on the signature envelope

You have three options:

- Send it so it arrives by Election Day, using United States mail or a package delivery service,
- Deliver it in person by 8:00 p.m. on Election Day, or
- Ask someone to deliver it by 8:00 p.m. on Election Day.

  This person cannot deliver more than 3 ballots.

  If you have questions, please call (...) ...-.... .

See other side for special instructions if you have a disability

Correcting a mistake

- If time allows, ask for a new ballot from your election office. Contact your election office at [email] or [phone number], or
- Completely cross out the name of the candidate you accidentally marked and then mark your ballot for the candidate you prefer (do not initial your corrections).

If you have a disability:

If you have a disability or cannot mark your ballot, your witness may assist you by marking your ballot at your direction, assembling the materials, and filling out the forms for you.

If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county election office. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot

and return this ballot and completed certificate of voter eligibility to your county election office.

When signing the envelope, Minnesota law says you may:

- Sign the signature envelope yourself, or
- Make your mark, or
- Ask your witness to sign for you in your presence. (Have your witness sign their own name as well.)
- If you have adopted the use of a signature stamp for all purposes of signature, you may use your signature stamp or ask your witness to use your signature stamp in your presence.

Minnesota Statutes, section 645.44, subdivision 14

- ~~If you have a print disability, you may request that ballots, instructions, and a certificate of voter eligibility be transmitted electronically in an accessible format by contacting your county auditor. If you request a ballot be transmitted electronically in an accessible format, you may then complete your ballot electronically but must print your voted ballot and return this ballot and completed certificate of voter eligibility to your local election office.~~

Please note: Voting is not covered by power of attorney. A person with power of attorney may only sign for you in your presence as outlined above.

[For text of subpart 4, see Minnesota Rules]

Subp. 5. **Form of mail voter's certificate.** Notwithstanding part 8210.3000, subpart 4b, the form of the mail voter's signature certificate to be used in a presidential nomination primary must be as follows:

Signature Envelope

Voter must complete this section please print clearly

Voter name_____

Voter MN Address_____

_____ MN

I certify that on Election Day I will meet all the legal requirements to vote. I am in general agreement with the principles of the _____ Party, and I understand that my choice of a party's ballot will be shared with the chair of my selected major political party.

Voter Signature X_____

Witness must complete this section

Witness name_____

_____

_____

Title - only required for authorized officials or notaries

_____

I certify that:

- the voter showed me the blank ballot before voting;
- the voter marked the ballot in secrecy or, if physically unable to mark the ballot, the ballot was marked as directed by the voter;
- the voter enclosed and sealed the ballot in the ballot envelope; and
- I am at least 18 years of age on or before the day of the election and a citizen of the United States, or I am a notary, or I am authorized to give oaths.

Witness Signature X_____

If notary, must affix stamp

[For text of subpart 6, see Minnesota Rules]

Subp. 7. **Change of major party choice.** Until the close of business on the 19th day before the election, a voter may change the voter's choice of which major political party ballot the voter requested by spoiling the voter's ballot and requesting that the county transmit to the voter replacement ballots.

[For text of subpart 8, see Minnesota Rules]

8220.1150 TEST BALLOTS.

All test ballots must be marked in a manner to indicate they are test ballots.

Ballots must be prepared having votes in excess of the number allowed by law for each office and proposal appearing on the ballot.

For district offices in which the number of candidates appearing on the ballot for that office varies by district, test ballots must be prepared with the number of votes allowed by law for that office in that district.

In partisan primary elections test ballots must be prepared to check the program for splitting tickets. Test ballots must be prepared with votes appearing in the same ballot for candidates of opposite political parties, nonpartisan candidates, and proposals. At least one ballot must be prepared with votes for one party and including votes for a nonpartisan office in excess of the number permitted by law.

In preparing the test deck, a number of the ballots must be voted to include valid votes in the partisan, nonpartisan, and proposal sections of the ballot. The test deck must include ballots involving no overvotes or marks in unassigned locations, valid votes for each candidate and ballot question, overvotes, undervotes, and invalid votes in many different combinations.

At least one test ballot must be prepared in which marks appear in the precinct identifier or ballot style indicator.

At least one test ballot must be included that is folded, as if it were mailed.

At least one test ballot marked by a different pen must be included.

Blank ballots in which no positions have been voted must be included in the test deck.

When required to be used in an election pursuant to Minnesota Statutes, section 206.57, subdivision 5, the test deck must include a number of ballots marked by an electronic ballot marker sufficient to have marked all vote targets on the ballot in every precinct.

8220.1550 PUBLIC ACCURACY TEST.

In order to demonstrate the accuracy of the computer programs and voting systems to be used at an election, the election jurisdiction must hold a public accuracy test at least three days prior to the voting equipment being used. A ballot-marking device used for absentee voting must be tested according to part 8220.1350. The public accuracy test must be conducted according to Minnesota Statutes, section 206.83.

The time and place of the public accuracy test must be designated by the election jurisdiction providing the computer program, which must give at least five days' public notice of the time and place of the test by publication in official newspapers and by posting a notice in the office of the county auditor and each local election official conducting the test.

The test must be open to the public. At least two election judges of different political parties must witness the test. The chief election official of the election jurisdiction shall explain the methods and test procedures used to determine the accuracy of the computer programs. This will include submitting as public record the certificate prepared in accordance with part 8220.1450 that all precincts have been tested using the test deck prepared under the direction of the election jurisdiction.

The sealed container containing the computer programs, test deck, and predetermined results must be opened and the computer programs tested to determine their accuracy on the voting systems on which they are to be used on election day. The testing of the voting systems and programs must be with the test deck prepared under the direction of the election jurisdiction. In election jurisdictions with three or fewer precincts, all the precincts must be tested. In election jurisdictions with more than three precincts, a minimum of three precincts must be tested. The precincts must be tested on at least one of each unique model of voting equipment used by the election jurisdiction. One precinct from each congressional district,

legislative district, county commissioner district, ward, and school district on the ballot must be tested. The official conducting the election shall select the precincts to be tested.

If an error is detected in any part of the testing, the cause must be ascertained, the error corrected, and an errorless count must be made on all precincts. At the discretion of the election jurisdiction, the meeting may be adjourned to a time and date certain.

This rule does not apply to ballot marking devices used for absentee voting. Those devices must be tested under part 8220.1350.

8230.2040 RECORDING VALID WRITE-IN VOTES.

A write-in vote is only valid and able to be counted if the ballot is marked in the oval or other target shape opposite the blank when a voter writes an individual's name on the line provided for write-in votes. If a valid write-in vote exists, the election judges shall determine whether the write-in vote has caused an overvote. If the write-in vote has caused an overvote, the ballot is defective for that office only.

If the write-in vote does not cause an overvote for that office, the election judges shall enter the candidate's name and the office on the write-in vote tally sheet. The ballot must be placed with the other valid ballots for tabulation.

If the write-in vote causes an overvote for that office and the target next to the write-in vote is not completed, the election judges shall place the ballot in the envelope marked "ballots for which duplicates were or are to be made." The manner of duplication is prescribed in part 8230.3850.

At the discretion of the county auditor, the processing of write-in ballots may be done at the central counting center or at the office of the local election official or county auditor rather than at the precinct polling place.

8230.2250 DELIVERY OF TRANSFER CASE.

[For text of subpart 1, see Minnesota Rules]

Subp. 2. **Delivery by two election judges.** The transfer case containing the required items as identified in part 8230.2050 must be delivered directly to the official conducting the election, central counting center, or collection point for transportation to the official conducting the election or central counting center by two election judges, not of the same political party.

8230.3850 DUPLICATION OF BALLOTS.

Any ballots requiring duplication at the polling place or central counting center must be duplicated in the following manner:

[For text of items A to E, see Minnesota Rules]

F. When a ballot created pursuant to Minnesota Statutes, section 206.80, paragraph (b), clause (2), item (ii), requires duplication, it shall be duplicated onto a blank ballot and the same process shall be used as that for other ballots needing duplication under this part.

8230.4355 BALLOT BOXES FOR PRECINCT COUNTING CENTERS.

Ballot boxes used with precinct count voting systems may be separate or part of the ballot counting equipment provided that the ballot is fed directly into a locked or sealed ballot box. An auxiliary ballot box, that may be separate or an additional compartment, must be supplied to be used if the voting system fails to function or for ballots that cannot be read by the ballot counter.

8230.4365 PRECINCT COUNT VOTING SYSTEM EQUIPMENT AND PROCEDURES.

[For text of subparts 1 to 4, see Minnesota Rules]

Subp. 5. **Opening ballot box during voting hours.** Two election judges of different political parties may open the ballot boxes on election day to straighten or remove the voted ballots but they shall not count or inspect the ballots. If removing ballots, the election judges shall put the ballots taken from the ballot box's main compartment into containers and seal

them. The judges shall label the ballot containers and store them in a secure location. The judges shall note on the incident report the fact that the ballot box was opened, the time the box was opened, and, if applicable, the numbers of any seals used to seal the ballot containers.

[For text of subpart 6, see Minnesota Rules]

8235.0300 NOTICE.

Within 24 hours of receipt of any request for a recount for the election of presidential electors or after determining that a publicly funded recount is authorized and requested for any other office, or within 48 hours of receipt of a written request for a discretionary recount and filing of a security deposit if one is required, the official in charge of the recount shall send notice to the candidates for the office to be recounted and the county auditor of each county wholly or partially within the election district. The notice must include the date, starting time, and location of the recount, the office to be recounted, and the name of the official performing the recount. The notice must state that the recount is open to the public.

8235.0700 GENERAL PROCEDURES.

At the opening of a recount the recount official or legal adviser shall present the procedures contained in this rule for the recount. The custodian of the ballots shall make available to the recount official the precinct summary statements, the precinct boxes or the sealed containers of voted ballots, and any other election materials requested by the recount official. If the recount official needs to leave the room for any reason, the recount official must designate a deputy recount official to preside during the recount official's absence. A recount official must be in the room at all times. If the recount includes ballot format as provided in Minnesota Statutes, section 206.80, paragraph (b), clause (2), item (ii), and the ballots were used by ten or fewer voters in the precinct, the election judges from that precinct are not eligible to participate in conducting a recount or postelection review in that precinct. The containers of voted ballots must be unsealed and resealed within public view. No ballots or election materials may be handled by candidates, their representatives, or members of

the public. There must be an area of the room from which the public may observe the recount. Cell phones and video cameras may be used in this public viewing area, as long as their use is not disruptive. The recount official shall arrange the counting of the ballots so that the candidates and their representatives may observe the ballots as they are recounted. Candidates may each have one representative observe the sorting of each precinct. One additional representative per candidate may observe the ballots when they have been sorted and are being counted pursuant to part 8235.0800, subpart 2. Candidates may have additional representatives in the public viewing area of the room. If other election materials are handled or examined by the recount officials, the candidates and their representatives may observe them. The recount official shall ensure that public observation does not interfere with the counting of the ballots. The recount official shall prepare a summary of the recount vote by precinct.

8240.1600 ELECTION JUDGE BASIC TRAINING COURSE.

[For text of subparts 1 to 3, see Minnesota Rules]

Subp. 4. **Course content.** A basic training course must include necessary information and skill development in the following areas:

[For text of items A and B, see Minnesota Rules]

C. judges' duties during voting hours:

(1) election day voter registration;

(2) electronic pollbook training (if used in the jurisdiction);

(3) persons allowed in polling place;

(4) challenge process;

(5) voting process;

(6) spoiled ballots;

(7) assistance to voters in languages other than English;

(8) assistance to disabled voters; and

(9) voter information privacy;

[For text of items D and E, see Minnesota Rules]

F. major problems at prior elections;

G. how to follow instructions from the head election judge; and

H. if election judges will be working with absentee or early voting, their training must also include:

(1) absentee ballot board procedures; and

(2) in-person absentee and early voting procedures.

8240.1655 QUALIFICATIONS FOR TRAINEE ELECTION JUDGES.

[For text of subparts 1 and 2, see Minnesota Rules]

Subp. 3. **Qualifications.** A trainee election judge must be a United States citizen, must be at least 16 years of age, and must meet any residency requirement specified in Minnesota Statutes, section 204B.19, subdivision 6. Until graduation, trainee election judges must provide certification from their school that they are enrolled in a Minnesota high school, and are performing at an academic level acceptable to the principal of the trainee's high school. Until graduation, a trainee election judge who is home-schooled must provide certification from the trainee's parent that the trainee is performing at an academic level acceptable to serve as a trainee election judge.

[For text of subparts 4 to 6, see Minnesota Rules]

8240.1750 HEAD ELECTION JUDGE TRAINING.

[For text of subpart 1, see Minnesota Rules]

Subp. 2. **Course content.** The head election judge training course must include information on the following topics:

[For text of items A to F, see Minnesota Rules]

G. security and emergency plans;

H. head election judges' duties at the polling place after the polls close; and

I. how to return election materials to the local election official after the ballots have been counted.

8240.2700 MUNICIPAL CLERK TRAINING REQUIREMENT.

[For text of subparts 1 to 4, see Minnesota Rules]

Subp. 5. **Training content.** An election administration training course for municipal clerks must include training on:

[For text of items A to H, see Minnesota Rules]

I. electronic pollbook training (if used in the jurisdiction);

J. mail ballot precincts and mail elections;

K. voting before election day (absentee and early voting);

L. security practices and emergency plans; and

M. post-election duties.

[For text of subparts 6 to 10, see Minnesota Rules]

8240.2800 SCHOOL DISTRICT CLERK TRAINING REQUIREMENT.

[For text of subparts 1 to 4, see Minnesota Rules]

Subp. 5. **Training content.** An election administration training course for school district clerks must include training on:

[For text of items A to H, see Minnesota Rules]

I. electronic pollbooks, if used in the school district;

J. mail elections;

K. absentee voting;

L. security practices and emergency plans; and

M. post-election duties.

[For text of subparts 6 to 10, see Minnesota Rules]

8240.2900 COUNTY AUDITOR ELECTION ADMINISTRATION CERTIFICATION.

[For text of subparts 1 to 3, see Minnesota Rules]

Subp. 4. **Training content.** An election administration training course for county auditors must include training on:

[For text of items A to E, see Minnesota Rules]

F. ballot and equipment preparation;

[For text of item G, see Minnesota Rules]

H. mail ballot precincts and mail elections;

I. voting before election day (early and absentee voting);

[For text of item J, see Minnesota Rules]

K. security practices and emergency plans;

L. post-election duties;

M. records retention and data practice requests; and

N. the duties performed by municipal and school district clerks.

[For text of subparts 5 to 9, see Minnesota Rules]

8250.1810 FORMAT OF BALLOTS FOR OPTICAL SCAN SYSTEMS.

[For text of subparts 1 to 8, see Minnesota Rules]

Subp. 9. **Order of candidates nominated by petition for president and vice president in general election.** At least 11 weeks before the state general election, the secretary of state shall draw lots once by political party or principle for the candidates for president and vice president nominated by petition. To draw the lot, a candidate who has used the word "independent" to designate the candidate's party or principle must be identified by the word "independent" followed by the candidate's surname. If more than one candidate is nominated by petition for the same office within the same political party or principle, the secretary of state shall draw a supplementary lot within that party or principle by candidate surname to determine the order of those candidates.

[For text of subparts 10 to 17, see Minnesota Rules]

Subp. 18. **Example ballot.** The secretary of state shall supply each auditor with a copy of an example ballot by May 1 of each year. Translated copies of the example ballots shall be provided according to Minnesota Statutes, section 204B.295, subdivision 1. The example ballot must illustrate the format required for the ballots used in the primary and general elections that year. The county auditor shall distribute copies of the example ballot to municipal and school district clerks in municipalities and school districts holding elections that year. The official ballots must conform in all respects to the example ballot.

Subp. 19. **Alternative ballot.** The requirements in this part do not apply to the printed and marked paper ballots that use the alternative ballot format permitted by Minnesota Statutes, section 206.80, paragraph (b), clause (2), item (ii). For precincts using alternative ballots, the marked paper ballot must indicate, at a minimum, the date of the election; the

name of the precinct; an electronically readable precinct identifier or ballot style indicator; and the voter's votes for each office or question, generated from the voter's use of a touch screen or other electronic device on which a complete ballot meeting the information requirements of all applicable laws was displayed electronically. The ballot must also include lines for initials of at least two election judges.

REPEALER. Minnesota Rules, parts 8200.5100, subpart 3; and 8200.9320, are repealed.

EFFECTIVE DATE. These amendments are effective June 1, 2026.

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