



2018 Pre-Endorsing Conferences Vote-By-Mail (VBM) Ballot Instructions

Updated 12/20/17

VBM Mailing Address / Ballot Submission Methods:

Ballots must be mailed, faxed, electronically transmitted or handed to the appropriate California Democratic Party (CDP) Regional Director or Convener responsible for the CDP Pre-Endorsing Conference assigned to the relevant electoral district for endorsement consideration. Please note that the districts in which you are eligible to vote may be assigned to different Pre-Endorsing Conferences.

For the correct mailing address and other instructions on ballot submission for the relevant districts in which you are eligible to vote, please visit the CDP Endorsements webpage to find the information for your district(s):
www.cadem.org/endorsements.

Photocopies of ballots are acceptable submissions.

VBM Ballot Deadline:

Ballots must be submitted to the responsible Regional Director/Convener prior to the public vote of the relevant district at the assigned CDP Pre-Endorsing Conference for that district for the ballots to be counted. Ballots may not be counted if they are sent to the wrong VBM address or turned in late. If you are mailing your VBM ballot, please make sure to send it with appropriate lead time so that it arrives at least a day before the Pre-Endorsing Conference. Ballots may also be cast on-site at the relevant CDP Pre-Endorsing Conference. **It is the voter's responsibility to make sure the VBM Ballot is received by the correct CDP Regional Director/ Convener on time.**

VBM Restrictions:

You may only submit one ballot per district in which you are entitled to a vote. **Once a VBM Ballot is received by the Regional Director/Convener, you may not retract, rescind, or otherwise change your vote.**

Prior to sending your VBM Ballot, please verify that you have completed the following on your ballot:

- Your name, voter registration address, contact information, and county information are clearly printed in the space provided.
- You have circled the District Type (Assembly, Senate or Congress) and printed the correct district number in the box to the right of your personal information for that particular ballot. For example, if you are casting a vote for a candidate who is running for Assembly District 81, circle *Assembly* in the box and print *81* on the bottom line.
- You have clearly printed the name of the candidate or "No Endorsement" in the space provided in the body of the ballot. For a list of candidates, please visit the CDP Endorsements webpage at www.cadem.org/endorsements or contact your Regional Director/Convener.
- The district type and number are clearly printed in the space provided in the body of the ballot. For example, if you were voting to endorse *Jane Doe* in *Senate District 41*, you would print *SD 41* in the space provided.
- You have signed and dated your ballot. Unsigned ballots are not completed ballots and will not be counted. (CDP By-Laws, Art. IV, Sec. 7, b.; Art. VIII, Sec. 3, e.(1).(b).; Art. VIII, Sec. 3, c.(5).)

Questions:

If you have questions about the Vote-by-Mail process, please contact your CDP Regional Director/Convener or visit www.cadem.org/endorsements for more information.