

# COLORADO

The Federal Post Card Application (FPCA) is the primary form for requesting registration and/or an absentee ballot from your local election official. **Read all instructions printed below and on the FPCA before completing and signing your application.**

## FEDERAL POST CARD APPLICATION

SAMPLE FORM

REGISTRATION AND ABSENTEE BALLOT REQUEST - FEDERAL POST CARD APPLICATION (FPCA)			
APPLICATION FOR STATE OF _____		COUNTY OF _____	
		CITY OR TOWNSHIP OF _____ §	
I REQUEST ABSENTEE BALLOTS FOR ALL ELECTIONS IN WHICH I AM ELIGIBLE TO VOTE.			
<b>1. APPLICANT INFORMATION</b> (See instruction 1.)		<b>6. POLITICAL PARTY AFFILIATION</b> (This information is required by most states to send you a ballot for primary elections. See instructions.) <b>D</b>	
a. TYPED OR PRINTED NAME (Last, First, Middle Initial)		b. SEX c. RACE	
d. DATE OF BIRTH		f. OTHER IDENTIFICATION NO. (passport, ID card) <b>A</b>	
e. SOCIAL SECURITY NUMBER		<b>7. REMARKS</b> (Provide additional information which will assist local election officials in determining your eligibility to register and vote. See instructions.) <b>F</b>	
<b>2. I LAST VOTED or PLACE OF LAST REGISTRATION</b> (Do not leave this section blank. See instructions.)			
a. YEAR b. COUNTY, CITY, OR TOWNSHIP <b>B</b>			
c. STATE d. VOTER REGISTRATION NO. (if known)			
<b>3. VOTING RESIDENCE</b> (For military, legal residence. For overseas civilians, last residence in U.S. IF USING RURAL ROUTE, SEE INSTRUCTIONS.)		a. LAST DAY OF RESIDENCY	
b. NUMBER AND STREET (do not use Post Office Box)		M M D D Y Y	
c. CITY, TOWN OR VILLAGE <b>C</b>		d. STATE	
e. COUNTY OR PARISH		f. ZIP CODE (9-digit, if known)	
<b>4. MAIL ABSENTEE BALLOT TO:</b> (Mailing address where you want the ballot to be sent.)		<b>8. AFFIRMATION BY APPLICANT</b> <b>G</b>	
_____ <b>D</b>		X only one: a, b, c or d	
_____		I swear/affirm, under penalty of perjury, that I am: (See instructions)	
_____		a. a member of the Uniformed Services or merchant marine on active duty, or an eligible spouse or dependent.	
_____		b. a U.S. citizen temporarily residing outside the U.S.	
_____		c. a U.S. citizen overseas by virtue of employment or accompanying spouse or dependent.	
_____		d. other U.S. citizen residing outside the U.S.	
<b>5. YOUR FAX NUMBER</b> (If this application is faxed, include all international prefixes. See Instructions.)		e. I am a U.S. Citizen, eligible to vote in the above jurisdiction, and subscribe to any required state/local oath or statement.	
_____		f. I have not been convicted of a felony or other disqualifying offense or been adjudicated mentally incompetent, or if so, my voting rights have been reinstated.	
_____		g. I am not registering, requesting a ballot, or voting in any other jurisdiction in the U.S.	
_____		h. The information on this form is true and complete.	
_____		i. SIGNATURE OF APPLICANT <b>H</b>	
_____		j. DATE	
_____		M M D D Y Y	
<b>9. WITNESS/NOTARY ADDRESS AND SIGNATURE</b> (If required by state law)		DATE SIGNED	
_____		M M D D Y Y	

The information contained herein is for official use only. Any unauthorized release of this information may be punishable by law.

### Application Instructions

*Circled letters on the form above correspond to the instructions below. You must complete all shaded areas.*

- A** The last four digits of your Social Security number AND your Colorado Driver's License number are required for voter registration. If you do not possess either of these identifications, the State shall assign a number that will serve to identify you for voter registration purposes.
- B** Do not leave blank. Enter "N/A" if not applicable or if you are a first time voter
- C** Provide the complete street address of your Colorado voting residence. A post office box is not sufficient. If your address includes a rural route, describe its location in Item 7. For example: "on Highway \_\_\_\_\_, 2 miles past Highway \_\_\_\_\_, across the street from the \_\_\_\_\_ gas station." This address must be different from the one provided in Item 4 and must be within the county where you claim legal voting residence. If you have changed your name since the last time you registered or voted, write your previous name in Item 7.
- D** Print the complete address where you want your ballot sent — usually your current mailing address. Your current

- mailing address must be different from the address you provided in Item 3.
- E** If you do not list a party affiliation, you cannot vote in primary elections. You must indicate your political party affiliation when applying for a primary ballot (Example: Democrat, Republican) or write "none" in Item 6 of the FPCA. Political party affiliation is not required if only requesting absentee ballots for general elections. If you have previously declined to indicate a political party and you now want to vote in a primary election, you must submit a completed FPCA which includes your new political party affiliation to the local election official not later than 29 days before the election.
- F** Indicate if you are a native-born or naturalized citizen.
- G** Check ONE box.
- H** You must sign and date the FPCA. When signing, you are swearing or affirming that the information is true and correct.

## I. UNIFORMED SERVICES

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Colorado and members of the Uniformed Services and their family members. Uniformed Services are defined as the U.S. Armed Forces, merchant marine, commissioned corps of the Public Health Service and the National Oceanic and Atmospheric Administration.

### B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2).

If you are an **unregistered citizen**, the County Clerk and Recorder must receive your FPCA not later than 29 days before the election.

If you are a **registered citizen**, the County Clerk and Recorder must receive your FPCA no later than the close of business on the Friday immediately preceding the election; if you wish to receive the absentee ballot by mail, the FPCA must be received no later than the close of business on the Tuesday immediately preceding the election.

### C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot must arrive at the local elections office by **7 p.m. on election day**.

Local election officials mail ballots approximately 30 days before the primary election and not later than 30 days before the general election.

If you are outside the U.S. and have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 12.

### D. Notary/Witness Requirements

No registration or voting materials are notarized or witnessed.

### E. Electronic Transmission of FPCAs and Ballots

- Colorado allows you to fax in the FPCA to register and to request an absentee ballot, but you must mail in the original FPCA after faxing it.
- Colorado allows you to receive the blank ballot by fax.

- Colorado allows you to return the voted ballot by fax.

Please refer to Appendix C for specific instructions when transmitting election materials electronically. **Use the following numbers:**

DSN 223-5527  
(703) 693-5527  
1-800-368-8683

Additional international toll-free fax numbers are listed on the inside back cover.

### F. Special Write-In Absentee Ballot

If you reside outside the U.S., Colorado provides a state special write-in absentee ballot if you cannot vote a regular absentee ballot during the normal absentee voting period because of military or other contingencies which preclude normal mail delivery.

This ballot is available 60 days before an election and you can use the FPCA to request it. In Item 7 of the FPCA place one of the labels from Section III.F or write: “I cannot vote an absentee ballot during the normal absentee voting period due to military or other contingencies that preclude normal mail delivery (specify reasons). I request a special absentee ballot.”

You may vote the ballot by writing in the names of the party or specific candidates you wish to vote for.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

## II. CIVILIANS OUTSIDE U.S.

### A. Who Can Do It

These procedures apply to persons who are U.S. citizens, residents of Colorado and overseas citizens. The term “overseas citizen(s)” means a U.S. citizen who resides outside the U.S. and (but for such residence) would be qualified to vote in Colorado.

- civilian employees of the U.S. Government serving overseas and their spouses and dependents when residing with or accompanying them (for local, state and Federal office ballots)
- members of religious groups or welfare agencies who are officially attached to and serving with the U.S. Armed Forces and their spouses and dependents (for local, state and Federal office ballots)
- Colorado residents temporarily residing outside the U.S. (for local, state and Federal office ballots)

***Notify Your Local Election Official About Your Current Mailing Address***

- overseas citizens (for Federal office ballots only)

## B. Registering and Requesting an Absentee Ballot

You should send an FPCA to your local election official early every year and whenever you change your mailing address (see Chapter 2).

If you are an **unregistered citizen**, the County Clerk and Recorder must receive your FPCA not later than 29 days before the election.

If you are a **registered citizen**, the County Clerk and Recorder must receive your FPCA not earlier than January 1 immediately preceding the election and no later than the Friday before the election.

## C. Casting Your Vote

**Ballot Return Deadline:** Voted ballot so that it arrives at the local elections office by **7 p.m. on election day**.

Local election officials mail ballots approximately 30 days before the primary election and not later than 30 days before the general election.

If you are outside the U.S. and have not received your state ballot in a timely manner, use the **Federal Write-In Absentee Ballot**. See instructions in Chapter 2, page 12.

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You may vote the ballot by writing in the names of the party or specific candidates you wish to vote for.

Instructions continue in Section III: Uniformed Services & Civilians Outside U.S.

## III. UNIFORMED SERVICES & CIVILIANS OUTSIDE U.S.

### A. Bars to Registration and Voting

Persons convicted and serving any part of their sentence in detention or confinement in a correctional facility or on parole may not register or vote.

### B. Cancellation of Registration

All registered voters are mailed a voter information card not more than 29 days before and no more than 30 days after a primary election. These cards are non-forwardable.

Those voters whose cards are returned as undeliverable to the County Clerk and Recorder’s office will be placed on the inactive list. A registered voter who fails to vote in a general election will also be placed on the inactive list. At any time before January 10 after any general election, voters who are recorded as “Inactive” will be sent a voter continuance card. If the voter does not complete and return the continuance card within 60 days and if the voter has been designated “Inactive” for two general elections, then the voter’s registration will be cancelled.

### C. Action on Registration Requests

Within two (2) business days after receipt of the application, the County Clerk and Recorder shall notify each applicant of the disposition of the application by non-forwardable mail.

### D. Action If Registration Is Denied

Upon denial of your voter registration application or absentee ballot request, Colorado shall provide you with the reason(s) for the rejection. If registration is denied, resubmit the application, correcting any deficiencies. If a second denial is received, consult a legal assistance officer or civilian counsel.

## E. Where To Send It

Mail the FPCA to the **County Clerk and Recorder**, county of voting residence, as listed below:

County	County Seat	Zip Code
Adams	450 S. 4th Avenue, Suite 200 Brighton	80601-3195
Alamosa	Box 630 Alamosa	81101-0630
Arapahoe	5334 S. Prince Littleton	80166-0211
Archuleta	Box 2589 Pagosa Springs	81147-2589
Baca	741 Main Springfield	81073-1548
Bent	Box 350 Las Animas	81054-0350
Boulder	1750 33rd St., Suite. 100 Boulder	80306-2546
Broomfield	1 DesCombes Drive Broomfield	80020-2495
Chaffee	Box 699 Salida	81202-0699
Cheyenne	Box 567 Cheyenne Wells	80810-0567
Clear Creek	Box 2000 Georgetown	80444-2000
Conejos	Box 127 Conejos	81129-0127
Costilla	Box 308 San Luis	81152-0308
Crowley	110 E. 6th Street, Suite 202 Ordway	81063-1092
Custer	Box 150 Westcliffe	81252-0150
Delta	501 Palmer, Suite 211 Delta	81416-1764
Denver	Denver Election Commission, 200 West 14th Ave., Denver	80204-2621
Dolores	Box 58 Dove Creek	81324-0058
Douglas	P.O. Box 1360 Castle Rock	80104-1360
Eagle	Box 537 Eagle	81631-0537
Elbert	Box 37 Kiowa	80117-0037
El Paso	Box 2007 Colorado Springs	80901-2007
Fremont	615 Macon Avenue, Room 102 Canon City	81212-3381
Garfield	109 8th Street, Suite 200 Glenwood Springs	81601-3303
Gilpin	Box 429 Central City	80427-0429
Grand	P.O. Box 120 Hot Sulphur Springs	80451-0120
Gunnison	221 N. Wisconsin St., Suite C Gunnison	81230-2433
Hinsdale	Box 9 Lake City	81235-0009
Huerfano	401 Main Street, Suite 204 Walsenburg	81089-2085
Jackson	Box 337 Walden	80480-0337
Jefferson	100 Jefferson County Pkwy., Suite 2560 Golden	80419-2560

County	County Seat	Zip Code
Kiowa	Box 37 Eads	81036-0037
Kit Carson	Box 249 Burlington	80807-0249
Lake	Box 917 Leadville	80461-0917
La Plata	Box 519 Durango	81302-0519
Larimer	Box 1547 Fort Collins	80522-1547
Las Animas	Box 115 Trinidad	81082-0115
Lincoln	Box 67 Hugo	80821-0067
Logan	315 Main Street, Suite 3 Sterling	80751-4357
Mesa	Box 20000 Grand Junction	81502-5009
Mineral	Box 70 Creede	81130-0070
Moffat	221 W. Victory Way Craig	81625-2716
Montezuma	109 W. Main, Room 108 Cortez	81321-3189
Montrose	Box 1289 Montrose	81402-1289
Morgan	Box 1399 Fort Morgan	80701-1399
Otero	Box 511 La Junta	81050-0511
Ouray	Box C Ouray	81427-0615
Park	Box 220 Fairplay	80440-0220
Phillips	221 S. Interocean Avenue Holyoke	80734-1521
Pitkin	530 E. Main Street, Suite 101 Aspen	81611-1948
Prowers	301 S. Main St., Suite. 210 Lamar	81052-2868
Pueblo	Box 878 Pueblo	81002-0878
Rio Blanco	Box 1067 Meeker	81641-1067
Rio Grande	Box 160 Del Norte	81132-0160
Routt	Box 773599 Steamboat Springs	80477-3599
Saguache	Box 176 Saguache	81149-0176
San Juan	Box 466 Silverton	81433-0466
San Miguel	Box 548 Telluride	81435-0548
Sedgwick	Box 50 Julesburg	80737-0050
Summit	Box 1538 Breckenridge	80424-1538
Teller	Box 1010 Cripple Creek	80813-1010
Washington	Box L Akron	80720-1553
Weld	Box 459 Greeley	80632-0459
Yuma	310 Ash St., Suite. F Wray	80758-1850

***Your Opinion + Your Vote = Democracy in Action!***

by TSgt Josephine Ann Smith, USAF, Beale AFB, California



