

Overall Assessment

A = Good information, easily accessible (23)

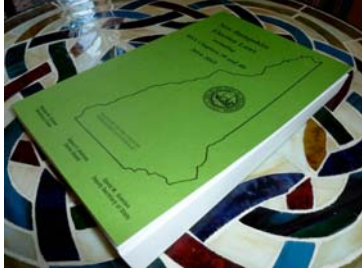
B = Relatively complete information, but not necessarily easily found from homepage (29)

C = Information incomplete, often hard to find (user needs to assume that town clerk's page would have voter information) (75)

D = Little information; difficult to find (52)

F = No website; website under construction; no mention of voting or elections (58)

NH Election Laws manual



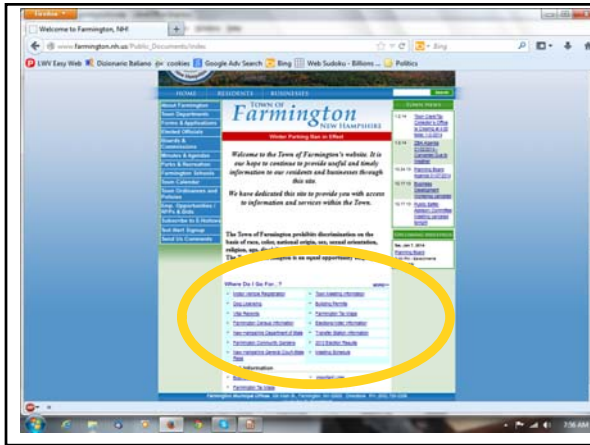
Menu item—[which term to use?](#)

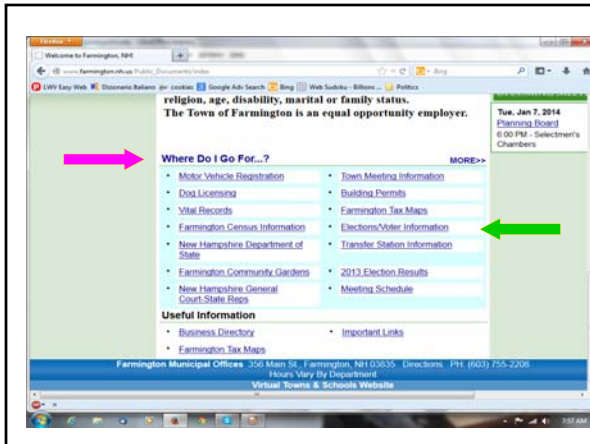
Voter Information	Elections and Voting
Voting and Elections	Voter Registration and Elections
Election Information	Election Procedure
Elections	Voting

Town Website Home Page

- Somewhere on the home page should be a menu item called "[Voter Information](#)" or "[Voting](#)"
- This could be in the [heading banner](#), on the [left side menu](#), or in a [FAQ list](#)—whatever format your town's website uses.







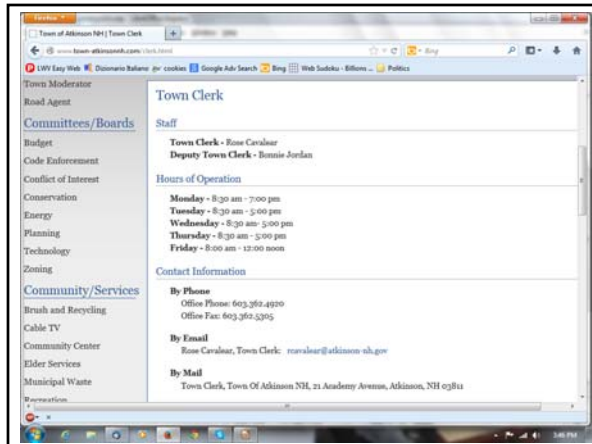
Voting Info webpage should have the following categories:

- How to register
- How to vote
- Elections
- Contact information



How to register to vote:

- Town or city clerk's office (*place, hours, phone number*)
- Supervisors of the checklist (*place, dates, hours*)
- Identifying documents to bring—include the affidavit option if documents are unavailable
- Link to Secretary of State's website explaining registration requirements





How to register (in closer detail)

- FOUR WAYS TO REGISTER TO VOTE--each requires proof of age, citizenship, and domicile, by document or by signing an affidavit.
- You may register to vote at the town (or city) clerk's office up to 10 days before any election.
- The town clerk's office is at (address, for example 4 Park Street). The town clerk's hours are (for example, M-W 9 to 3; Thurs noon to 7pm). (or give this information using a [link](#) to town clerk's contact page)

How to register (continued)

- You may also register to vote with your local Supervisors of the Checklist. They are required to meet at designated times to accept registrations and changes in party affiliation. These times are posted (in the local newspaper, in the post office, in town offices--be specific).
(Their hours should also be posted here and the list kept current)
- You may also register to vote on the day of any election, at the polling place. Be aware this will take extra time.

How to register (continued)

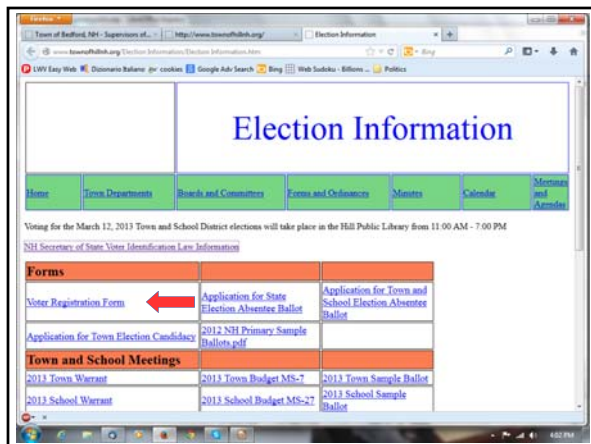
- You may register absentee, by mail, if you are unable to register in person because of physical disability, religious beliefs, military service, or because of temporary absence.
- You should request an absentee voter registration affidavit and a standard voter registration form from your town or city clerk. The absentee voter registration affidavit must be witnessed and then both the affidavit and the voter registration form are to be returned to your town or city clerk. Allow enough time for this before an election.

How to register (continued)

- Provide a link to the NH Secretary of State's webpage on voter registration:

<http://sos.nh.gov/RegVote.aspx>


- This link gives specifics for college students, military personnel and others living overseas, and many details in addition to basic voter registration information.



How to register (continued)

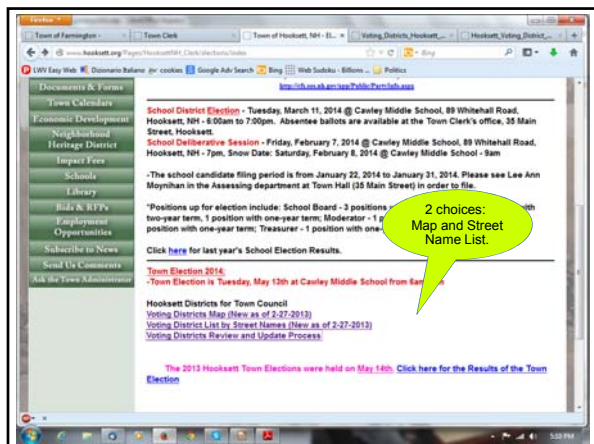
- CONTACT INFORMATION:
- Town Clerk (name, email, phone, FAX, physical address) or **link** to town clerk's page
- Supervisors of the Checklist (names, emails)
- NH Secretary of State Phone: 603-271-3242
Fax: 603-271-6316 **link** to <http://sos.nh.gov/>

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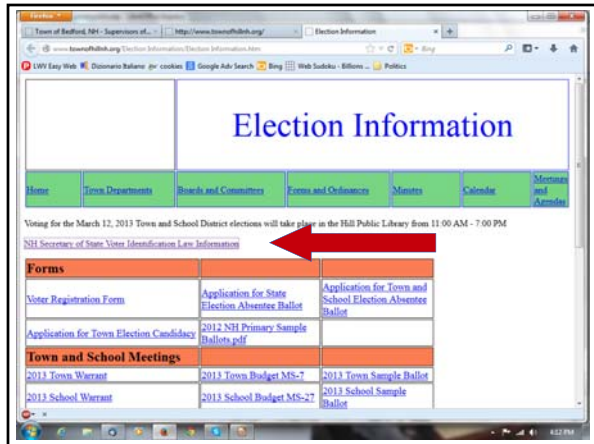
How to Vote

- **IN PERSON:** (give the polling place location)
- In cities with **wards**, offer a way for people to find out which ward they live in and which polling site they should use. See how Hooksett did this:
http://www.hooksett.org/Pages/HooksettNH_Clerk/elections/index



How to Vote (continued)

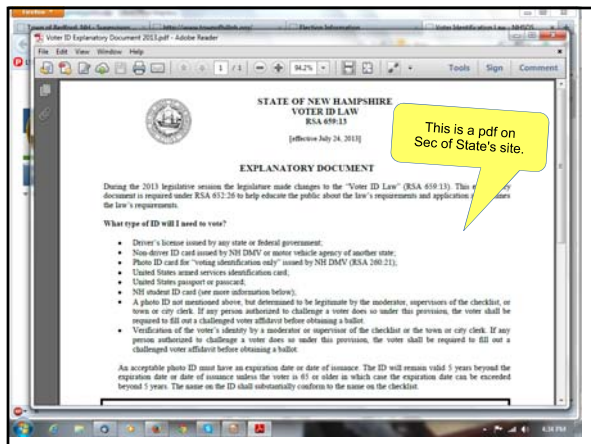
- Voter ID requirements: voter ID explanatory document--2014 (town webmaster could download the pdf and make this an internal link rather than have the user work thru the Secretary of State's menu)
- (The pdf or the link might need to be updated with changes in election law)



*A plea from the
League of Women Voters:*

- Please do not put inaccurate voter ID requirements on the website or on town signs.
- Do not state "photo ID is required"-- That is not true!
- If you wish to give ID requirements on the webpage directly rather than with a link, use the Secretary of State's document as your information template.





How to Vote (continued)

- BY ABSENTEE BALLOT:

- *By NH law, those who may vote absentee are residents who will be absent from the town during the hours the polls are open on election day, and residents unable to travel to the polls because of with illness, disabilities or religious reasons.*

How to Vote (absentee continued)

- Absentee ballots are available from your town or city clerk approximately 30 days before an election. Request the absentee ballot application from the clerk or you may [download](#) the application. If you wish, you may submit a request in writing that should include all the information required on the application: your name, voting address, mailing address and your signature. An application for an absentee ballot may be transmitted by FAX to *your town or city clerk—give FAX number.*

How to Vote (absentee --continued)

"Absentee Ballot Application" *(for state and federal elections, this can be a pdf link, when ballot applications are ready. The Secretary of State should have applications posted before state-wide elections.)*

- Voters living outside the United States may file a UOCAVA absentee ballot application. *Make this a **hyperlink** to FPCA on the Secretary of State's site: <http://sos.nh.gov/ElectForms.aspx>*

STATE OF NEW HAMPSHIRE
Application for State Election Absentee Ballot
(RSA 657:4)
*Absentee (Excluding absentee Due to Residence Outside the United States),
Election Observance, and Disability*

For Official Use Only

Voter ID# _____
Date Returned: _____

I. I hereby declare that (check one):

I am a duly qualified voter who is currently registered to vote in this town/ward.

I am absent from the territory where I am domiciled and will be absent after the next election, or I am unable to register in person due to a disability, and request that the forms necessary for absentee voter registration be sent to me with the absentee ballot.

II. New Hampshire law requires that you vote in person at the polling place for your town or ward unless you declare one of the following absences:

I will be entitled to vote by absentee ballot because (check one):

I plan to be absent on the day of the election from the city, town, or unincorporated place where I am domiciled.

I am requesting a ballot for the presidential primary election and I may be absent on the day of the election from the city, town, or unincorporated place where I am domiciled, but the date of the election has not been announced. I understand that I may only make such a request 14 days after the filing period for candidates has closed, and that if I will not be absent on the date of the election I am not eligible to vote by absentee ballot.

I cannot appear in public on election day because of observance of a religious commitment.

I am unable to vote in person due to a disability.

I cannot appear at any time during polling hours at any polling place because an employment obligation requires me to remain physically at work or to be in transit to or from work from the time the polls open until after the time the polls close.

Any person who votes or attempts to vote using an absentee ballot who is not entitled to vote by absentee ballot shall be guilty of a misdemeanor. RSA 657:24

Town of Hopkinton, NH
APPLICATION FOR ABSENTEE BALLOT
2013 TOWN/SCHOOL ELECTION

To the Town Clerk of Hopkinton, I _____ (Print full name)
hereby apply for an official absentee ballot for the Town/School Election on March 12, 2013. I am a duly qualified voter entitled to vote in the Town of Hopkinton. I reside at _____
Street Address

Signature _____ Date: _____

Mail absentee ballot to (use Hopkinton/Cortocook address if picking up in person)
Mailing address _____
City, State ZIP _____

Mail this request to:
Hopkinton Town Clerk

Hampstead
New Hampshire

HOME RESIDENTS BUSINESSSES

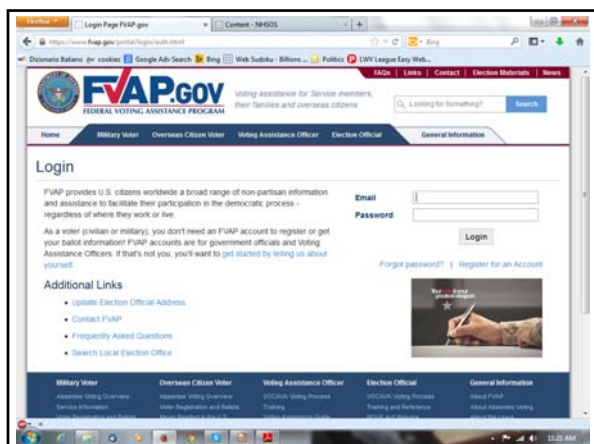
Absentee Ballot for Town Election
[Click Here to Print](#)

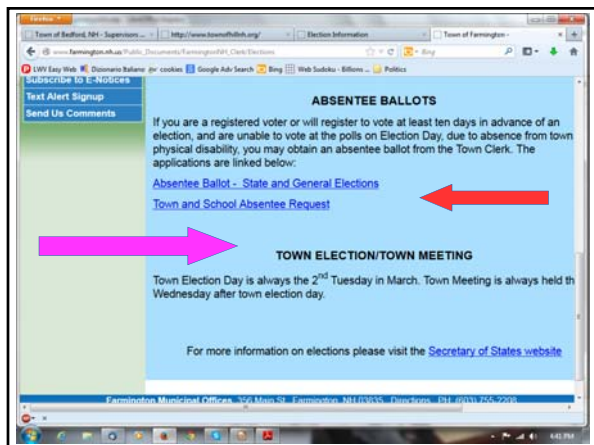
To print an application for an Absentee Ballot for the March 11, 2014 Town Election please [Click Here](#)

Mail completed form to: Hampstead Town Clerk
PO Box 299
Hampstead, NH 03841

or fax completed form to: (603) 329-7174

or scan and email completed form to: townclerk@hampsteadnh.us



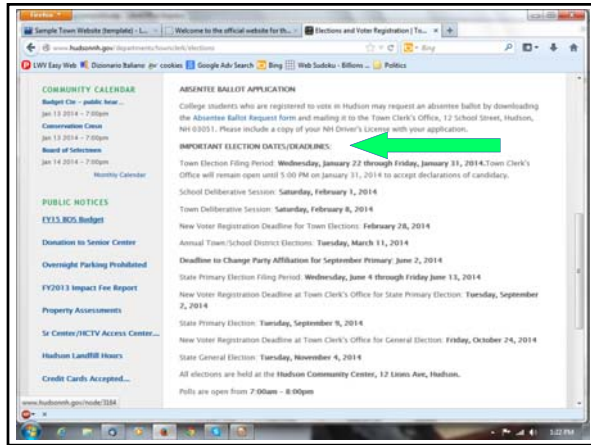


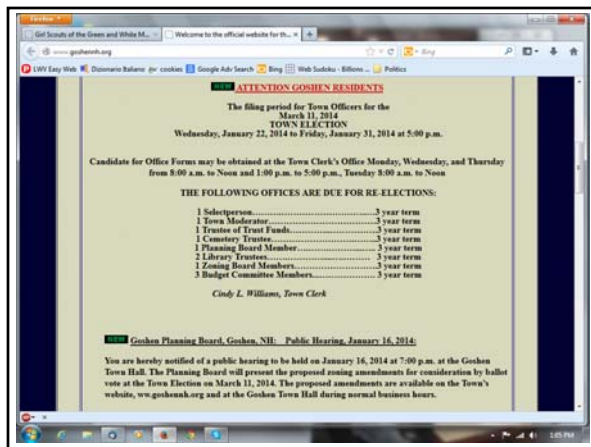
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Elections

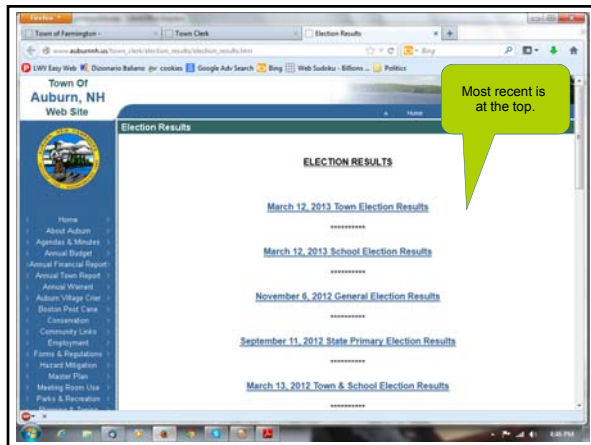
- ELECTION DATES
- Town elections are held *(the second Tuesday of March, the second Tuesday of May, or whatever applies in your town. SB2 towns should make both meeting and voting dates known. Cities will post both primary and general election dates.)*
- State-wide and Congressional elections are held in even-numbered years, on the Tuesday after the first Monday of November. Presidential elections are held every four years, on the same day.

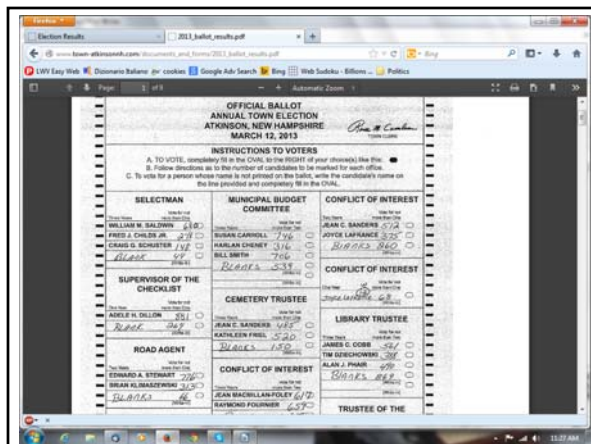




Elections (continued)

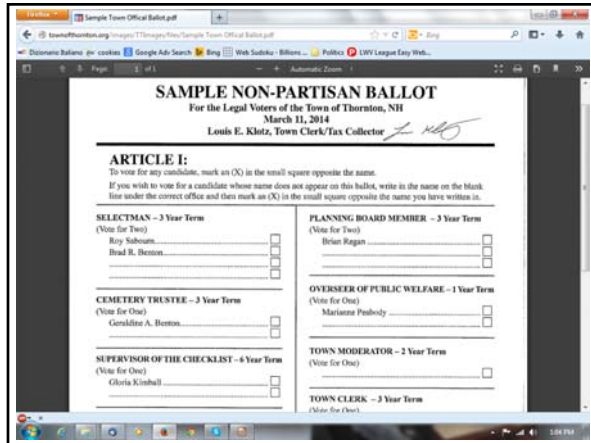
- **Election Results:**
- Ideally this would give the most recent election results within the town at the top of the list.
- Past election results could be archived below.
- See how the town of Auburn has done its Election Results page:
http://www.auburnnh.us/town_clerk/election_results/election_results.htm





Elections (continued)

- [SAMPLE BALLOT](#) for the Upcoming Election (click for link or pdf) (For state-wide and federal elections, the Secretary of State's website will have a link for this information. For town elections, a pdf can be created and posted.)
- [TOWN WARRANT ARTICLES](#)



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Contacts

- Town Clerk (*name, email, phone, FAX, physical address*) or **link** to town clerk's page
- Supervisors of the Checklist (*names, emails*)
- Town moderator (*name, email*)
- NH Secretary of State Phone: 603-271-3242
Fax: 603-271-6316 **link** to <http://sos.nh.gov>
- NH Attorney General Phone: 603-271-3658
link to <http://www.doj.nh.gov/>

Keep it **current** and **accurate**

- Suggestion: Update your website before the annual election.
- January is a good time, after the Secretary of State has updated election laws and documents on his website.



Questions to Consider

Who is your **audience**: experienced voters or newcomers? tech savvy or tech fearful?

What should be on your **local site**? What should be given in **links to the Secretary of State site**?

What are the essential features your town or city should post **permanently**; what **time sensitive updates** should appear?

More Questions to Consider

How (and who) will keep your town website **current throughout your election process**, for example, listing offices before the filing period, listing the candidates, then posting ballot results?

How will you keep your website **current as election laws change**? Who will be responsible for making changes?

Would showing **percentage of voter turnout** be a way to celebrate those who vote and perhaps encourage voting by those who haven't voted?



We'd like your feedback for improvements on our template and on our presentation.

League board members would be happy to present this to interested groups.
Contact the League: LWV@kenliz.net



Template link:

http://lwvnh.org/sample_town_website.html

- Email LWV@kenliz.net if you'd like a Word document copy of the template.
