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May 19, 2015 Primary Election in Philadelphia

About this Handbook

This handbook is designed to provide information to voters who wish to participate in the May 19, 2015 Primary Election. It contains information on registering to vote, how to vote, as well as the offices up for election that voters may choose from for the upcoming election.

Additional information is available at [www.philadelphiavotes.com](http://www.philadelphiavotes.com) or by calling the Philadelphia Board of Elections at 215-686-1590.
Registering to Vote

The deadline for registration for the Primary Election is April 20, 2015.

To register to vote in Philadelphia, you must be:

- A citizen of the United States for at least one month before the next election;
- A resident of Philadelphia and your election district for at least 30 days before the next election; and
- At least 18 years of age on or before the day of the next election.

How to Register

Once you know you are eligible to vote, the next step is to register. In Pennsylvania, you can register in person, by mail, and at various government agencies.

Register to Vote in Person

You can register to vote at:

Philadelphia Voter Registration Office
520 N. Columbus Blvd., 5th Floor
Philadelphia, PA 19123
Mon-Fri, 8:30 AM – 5:00 PM

Philadelphia County Board of Elections
City Hall, Room 142
1400 John F. Kennedy Blvd.
Philadelphia, PA 19107
Mon-Fri, 8:30 AM – 5:00 PM

Register to Vote by Mail

You can register to vote by mail in two ways:

1. The City Commissioners and the Philadelphia Voter Registration Office supply Voter Registration Mail Applications to all persons and organizations who request them, including candidates, political parties, political bodies and other federal, state and municipal offices.

   Voter Registration Applications are also available at:

   - U.S. Post Offices
   - Philadelphia Public Libraries
   - State Liquor Stores
   - Other State Government Offices
2. Download the Voter Registration Application from www.philadelphiavotes.com. Print, complete, sign, and deliver in person or mail to:

Philadelphia Voter Registration Office
520 N. Columbus Blvd., 5th Floor
Philadelphia, PA 19123
Mon-Fri, 8:30 AM – 5:00 PM

Register to Vote at PennDOT
You can register to vote at a PA Department of Transportation photo license center when you obtain or update your driver's license.

How to Find Your Polling Place

Once you are registered to vote, it is important to know where you have to go on Election Day to cast your ballot. In Pennsylvania, to vote in person on the voting machines on Election Day, you must vote at your designated polling place.

Certificate of Voter Registration (Voter Registration Card)
Newly registered voters will be mailed a Certificate of Voter Registration, more commonly known as a Voter Registration Card. This card will indicate the current location of your polling place. If your polling place changes you will be mailed a new Voter Registration Card. If you are concerned that your polling place may have changed and you have not received a new card, you can find your correct polling place by contacting the Office of the City Commissioners or checking our website, www.philadelphiavotes.com.

Contact the Office of the City Commissioners
You can also find your polling place by getting in contact with either of the two offices listed below:

Philadelphia Voter Registration Office
520 N. Columbus Blvd., 5th Floor
Philadelphia, PA 19123
215-686-1590
Mon-Fri, 8:30 AM – 5:00 PM

Philadelphia County Board of Elections
City Hall, Room 142
1400 John F. Kennedy Blvd.
Philadelphia, PA 19107
215-686-3469
Mon-Fri, 8:30 AM – 5:00 PM
Use **www.philadelphiavotes.com** to Find Your Polling Place

You can use the Philadelphia VoterApp at **www.philadelphiavotes.com** to find your polling place. Simply type in the address at which you are registered to vote in the search box at the top of the VoterApp page and hit enter. The VoterApp will look up your polling place and give you directions on how to get there.

**Regular Ballot**

A regular ballot is cast at the polling place on Election Day on the voting machine, or if machines are not working properly, on an emergency paper ballot. To cast a regular ballot, a voter’s registration must be listed in the poll book (which includes the supplemental poll book sheets) on Election Day. You can find your polling place at **www.philadelphiavotes.com** or by calling the Philadelphia County Board of Elections at 215-686-3469.

**Absentee and Alternative Ballot Applications and Requirements**

You may be eligible for an absentee ballot if:

- You are expected to be absent from Philadelphia County on the day of the coming election because of occupation, business, or duties;
- You are a person who is or may be in the military service of the United States;
- You are away from home at school, college, or university;
- You will be unable to go to the polls because of illness or disability;
- You must observe a religious holiday;
- You are a Philadelphia county employee with duties on Election Day related to conducting the election.

**Absentee Ballot**

You may call the County Board of Elections at 215-686-3469 to have an absentee ballot application mailed to you, or you may pick one up in person from any of the City Commissioners offices, at the Philadelphia Voter Registration Office, or from the Philadelphia County Board of Elections. Return the completed application to:

Philadelphia County Board of Elections
City Hall, Room 142
1400 John F. Kennedy Blvd.
Philadelphia, PA 19107

Absentee Ballot Application Deadline: Applications for absentee ballots MUST be received by the County Board of Elections no later than 5:00 PM the Tuesday before an election. Postmarks are NOT honored; applications must be in the office before the deadline.
Return of Absentee Ballots: All absentee ballots must be RECEIVED by the County Board of Elections no later than 5:00 PM the Friday before an election. Postmarks are not honored.

Those who are unable to personally pick up or submit an absentee ballot may designate a representative to deliver the absentee ballot to the voter and then have the same individual return the completed absentee ballot to the County Board of Elections.

**Emergency Absentee Ballot**

Emergency Absentee Ballot Applications: If an emergency (an unexpected trip or illness, for example) arises after the deadline for absentee ballot applications, an “emergency application” may be obtained from the Board of Elections, either in person or by mail. The applicant must attest to the fact of the emergency before a notary public. Emergency applications MUST be received by the County Board of Elections no later than 5:00 PM the Friday before the election. Postmarks are not honored.

Deadline for Returning Emergency Ballots: All emergency absentee ballots must be RECEIVED by the County Board of Elections no later than 5:00 PM the Friday before an election. Postmarks are NOT honored.

Those who are unable to personally pick up or submit an Emergency Absentee Ballots may designate a representative to deliver the absentee ballot to the voter and then have that same individual return the completed absentee ballot to the County Board of Elections, by completing the appropriate forms below.

**Last Minute Emergency Absentee Ballot**

Last Minute Emergency Ballot Application Procedures: If an emergency occurs after 5:00 PM on the Friday before Election Day, but before the close of polls at 8:00 PM on Election Day, then a voter may still receive an Emergency Absentee Ballot by filing the appropriate paperwork with the Philadelphia Court of Common Pleas. Acceptable paperwork would be an Emergency Absentee Ballot Application or a letter or other signed document that includes the same information contained on the Emergency Absentee Ballot Application.

Those who are unable to personally submit an Emergency Absentee Ballot Application may designate, in writing, a representative to deliver the absentee ballot to the voter and then have the same individual return the completed absentee ballot to the Philadelphia Court of Common Pleas.

**Alternative Ballot**

Alternative Ballot Requirements: If you are a registered voter who is disabled or age 65 or older AND who is assigned to an inaccessible polling place, you are qualified to vote using an alternative ballot.
How to Determine if your Polling Place is Accessible: Visit www.philadelphiavotes.com to see which divisions do not qualify for alternative ballot use, or call the County Board of Elections in Room 142 City Hall at 215-686-3469.

Where to Obtain an Alternative Ballot Application: Alternative ballot applications may be obtained at the County Board of Elections in Room 142 City Hall, by calling 215-686-3469.

Deadline for Alternative Ballot Applications: Alternative ballot applications MUST be received by the County Board of Elections no later than 5:00 PM the Tuesday before an election. Postmarks are NOT honored; applications must be in the office before the deadline.

Deadline for Completed Alternative Ballots: All completed alternative ballots, including Emergency Alternative Ballots, must be returned to the County Board of Elections no later than the close of the polls, at 8:00 PM on Election Day. Postmarks are NOT honored; the ballot must be in the office of the County Board of Elections.

If necessary, you may authorize a representative to deliver an alternative ballot to you and then return your completed ballot to the County Board of Elections.

**Emergency Alternative Ballot**
In case of an emergency after 5:00 PM the Tuesday before an election, you can submit an Emergency Application for Alternative Ballot, which must be received by the County Board of Elections by 8:00 PM on Election Day.

If necessary, you may authorize a representative to deliver an Emergency Alternative Ballot to you and then return your completed ballot to the County Board of Elections.

**Provisional Ballot**
A Provisional Ballot is a paper ballot that is used to protect the integrity of the election process and the rights of the voters. All provisional ballots are processed to determine the eligibility of the votes cast. All valid votes cast via provisional ballot are included in the Certified Election Results, and therefore have the same impact as votes cast on the voting machines.

There are many reasons why an individual may vote using a provisional ballot. The most common instances of provisional ballot use occur when an individual cannot be located in either the poll books or the supplemental poll book pages that contain the voter registration information for all the eligible voters in a division. It is important to note that any voter whose name cannot be located in either the poll books or the supplemental poll book pages may only vote using a provisional ballot and may not vote on the voting machines.

Another reason that an individual might be required to vote using a provisional ballot is in the case of a voter who fails to meet the ID requirement for first-time voters or voters who are new to a voting division.
An individual may be required to vote using a provisional ballot if an election official asserts that the individual is not eligible to vote. An example of such a scenario occurs during a Primary Election when there is a discrepancy between the party in which a voter believes he/she is registered and the party listed in the poll book.

Finally, an individual may be required to vote using a provisional ballot if they are voting as a result of a Court Order or if there has been a Court Order extending the time established for closing the polls.

If you voted by provisional ballot in the most recent election, then you may check the status of your vote at the Pennsylvania Department of State’s website at [www.pavoterservices.state.pa.us](http://www.pavoterservices.state.pa.us). You may also check the status of your provisional ballot over the phone by calling 1-877-VOTES-PA (1-877-868-3772). Depending on the volume of provisional ballots cast in a particular election, the status of your provisional ballot may not be available immediately.

**Write-in Voting**

Each voter has the opportunity to write in a name that is not listed on the ballot. Instructions for write-in voting appear on every voting machine in Philadelphia. To cast a write-in vote on a paper ballot, look for the blank space labeled “Write-in.”

**Important Dates**

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>2/17/2015</td>
<td>First day to circulate and file nomination petitions</td>
</tr>
<tr>
<td>3/10/2015</td>
<td>Last day to circulate and file nomination petitions</td>
</tr>
<tr>
<td>3/11/2015</td>
<td>First day to circulate and file nomination papers</td>
</tr>
<tr>
<td>3/25/2015</td>
<td>Last day for withdrawal by candidates who filed nomination petitions</td>
</tr>
<tr>
<td>4/20/2015</td>
<td>Last day to REGISTER before the primary</td>
</tr>
<tr>
<td>5/12/2015</td>
<td>Last day to apply for civilian absentee ballot</td>
</tr>
<tr>
<td>5/15/2015</td>
<td>Last day for the County Board of Elections to receive voted absentee ballots</td>
</tr>
<tr>
<td>5/19/2015</td>
<td>MUNICIPAL PRIMARY</td>
</tr>
<tr>
<td>5/20/2015</td>
<td>First day to REGISTER after primary</td>
</tr>
<tr>
<td>5/26/2015</td>
<td>Last day for the County Board of Elections to receive voted military and overseas absentee ballots (submitted for delivery no later than 11:59 P.M. on May 18)</td>
</tr>
<tr>
<td>8/3/2015</td>
<td>Last day to circulate and file nomination papers</td>
</tr>
<tr>
<td>8/10/2015</td>
<td>Last day for withdrawal by candidates who filed by nomination papers</td>
</tr>
<tr>
<td>8/10/2015</td>
<td>Last day for withdrawal by candidates nominated at the primary</td>
</tr>
</tbody>
</table>

Note: All dates in this calendar are subject to change without notice.
ID Requirements for Voting

ID is not required to vote on May 19, 2015, unless you are a first time voter or it is your first time voting in your current division. There are multiple types of photo and non-photo IDs that can be used to fulfill this requirement.

This is a list of acceptable IDs for voters who are first time voters or new to a division:

- Valid voter registration card issued by the Philadelphia Voter Registration Office
- Valid Pennsylvania driver’s license or PennDOT ID card
- Valid ID issued by any Commonwealth agency
- Valid ID issued by the U.S. Government
- Valid U.S. passport
- Valid U.S. Armed Forces ID
- Valid Student ID
- Valid Employee ID
- Non-photo ID issued by the Commonwealth, or any agency thereof
- Non-photo ID issued by the U.S. Government, or any agency thereof
- Firearm permit
- Current utility bill
- Current bank statement
- Paycheck
- Government check

Offices up for Election in 2015 Primary Election

On May 19, 2015, Philadelphia voters will cast Primary Election ballots for the following offices:

Justice of the Supreme Court
Judge of the Superior Court
Judge of the Commonwealth Court
Judge of the Court of Common Pleas
Judge of the Municipal Court
Mayor
City Commissioners
Register of Wills
Sheriff
Council At Large
District Council
Voting Rights of Convicted Felons, Convicted Misdemeanants, and Pretrial Detainees

Who Can Register and Vote
The following individuals may register and vote if they have been citizens of the United States for at least one month before the next election; have been residents of Pennsylvania and their respective election districts for at least 30 days before the next election; and will be at least 18 years of age on the day of the next election:

- Pretrial Detainees (individuals who are confined in a penal institution awaiting trial on charges of a felony or a misdemeanor);
- Convicted Misdemeanants (individuals who are confined in a penal institution for conviction of a misdemeanor only);
- Individuals who have been released (or will be released by the date of the next election) from a correctional facility or halfway house upon completion of their term of incarceration for conviction of a misdemeanor or a felony;
- Individuals who are on probation or released on parole, including parolees who are living in a halfway house;
- Individuals who are under house arrest (home confinement), regardless of their conviction status or the status of their conditions of confinement.

Who Cannot Register and Vote

- Individuals who are currently confined in a penal institution for conviction of a felony (even if they are also incarcerated for one or more misdemeanor offenses) and who will not be released from confinement before the next election;
- Individuals in a halfway house or other alternative correctional facility on pre-release status for conviction of a felony and who will not be released before the date of the next election;
- Individuals who have been convicted of violating any provision of the Pennsylvania Election Code within the last four years.

Residency Rules

- For the purpose of determining residence, an inmate in a penal institution is deemed to reside where the individual was last registered to vote before being confined in the penal institution; or
- If the inmate was not registered to vote prior to confinement, the individual is deemed to reside at the last known address before confinement; or
- A new residence established while confined (for example, if the inmate’s spouse establishes a new residence in which the inmate intends to reside upon his/her release from confinement);
- A penal institution (including a halfway house) cannot be a residence address for registering to vote.

Important Information for Registrants who are Confined in a Penal Institution
If individuals are currently confined in a penal institution for the conviction of a misdemeanor only or if they are awaiting trial, they must register from their last known address before confinement or an address (other than the penal institution) that they have established as their permanent residence.
If they were registered to vote before being confined, their residence is considered to be the address where they were last registered before confinement or the address (other than the penal institution) that they have established as their residence address or another address that they have established as their permanent address.

**How to Vote (If Individuals are Confined in a Penal Institution)**

1. Contact their county board of elections and request an absentee ballot application.
2. Complete the absentee ballot application card and return it to their county board of elections.
3. Upon receiving their absentee ballot, they must complete the ballot in secret, enclose it in the envelope marked “Official Absentee Ballot” and then place it in the second envelope on which is printed the declaration of the elector (voter).
4. Fill out, date and sign the declaration of the elector printed on the envelope.
5. Seal the envelope and mail it to their county board of elections.

**Election Day Language Interpretation Services**

When the Election Board or a voter who does not speak English well needs someone to interpret, and an interpreter in that language is not assigned or available at your polling place, call the City’s Language Line service. The Office of the City Commissioners provides the Election Board with a Quick Reference Guide to using the City’s Language Line service which will provide easy reference for all necessary phone numbers and access codes. The following are important tips for using the City’s Language Line service:

- Even if you do not know what language to request, the representative can help you.
- Explain the problem and ask the representative to stay on the line to check for sound quality.
- Give the interpreter specific questions to relay. Group your thoughts or questions to help conversation flow quickly.
- Expect interpreted comments to run a bit longer than English phrases. Interpreters convey meaning-for-meaning, not word-for-word. Concepts familiar to English speakers often require explanation or elaboration in other languages and cultures.
- Interpreters identify themselves by first name and number only. For reasons of confidentiality, they do not divulge either their full names or phone number. Please write down the name and number you are provided.
The languages available on the City’s Language Line service include, but are not limited to:

<table>
<thead>
<tr>
<th>Yes</th>
<th>Albanian</th>
<th>Yes</th>
<th>Arabic</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>Bosnian</td>
<td>Yes</td>
<td>Cambodian</td>
</tr>
<tr>
<td>Yes</td>
<td>Croatian</td>
<td>Yes</td>
<td>Finnish</td>
</tr>
<tr>
<td>Yes</td>
<td>French</td>
<td>Yes</td>
<td>German</td>
</tr>
<tr>
<td>Yes</td>
<td>Greek</td>
<td>Yes</td>
<td>Gujarati</td>
</tr>
<tr>
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<td>Haitian Creole</td>
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<td>Hindi</td>
</tr>
<tr>
<td>Yes</td>
<td>Hmong</td>
<td>Yes</td>
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<tr>
<td>Yes</td>
<td>Italian</td>
<td>Yes</td>
<td>Japanese</td>
</tr>
<tr>
<td>Yes</td>
<td>Korean</td>
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<td>Laotian</td>
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<tr>
<td>Yes</td>
<td>Latvian</td>
<td>Yes</td>
<td>Norwegian</td>
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<tr>
<td>Yes</td>
<td>Polish</td>
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<td>Portuguese</td>
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<tr>
<td>Yes</td>
<td>Russian</td>
<td>Yes</td>
<td>Serbian</td>
</tr>
<tr>
<td>Yes</td>
<td>Somali</td>
<td>Yes</td>
<td>Spanish</td>
</tr>
<tr>
<td>Yes</td>
<td>Tagalog</td>
<td>Yes</td>
<td>Tamil</td>
</tr>
<tr>
<td>Yes</td>
<td>Thai</td>
<td>Yes</td>
<td>Vietnamese</td>
</tr>
<tr>
<td>Yes</td>
<td>Cantonese</td>
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<tr>
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</tr>
<tr>
<td>Yes</td>
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<td></td>
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</table>