

## INSTRUCTIONS ON HOW TO CAST A MAIL-IN BALLOT

Dear Eligible Voter:

As a member of Nipissing First Nation, you are entitled to vote, provided you will be at least 18 years of age or over by the last day of the Voting Period. To assist you in casting a vote, follow the steps below to ensure that your Ballot is valid and will not be rejected.

1. Place an **X in the box of your choice. You can also use a cross, a checkmark or other mark that clearly indicates your choice without identifying yourself.** You must mark only one box.
2. Place the Ballot inside the envelope marked with the word **"BALLOT"** and seal the envelope. Place the sealed Ballot envelope into the Identification Envelope.
3. Complete and sign the Identification Envelope in the presence of a witness and have the witness sign the identification envelope.
4. Place the Identification Envelope inside the prepaid return envelope and seal the envelope.
5. Mail or deliver the sealed return envelope to the First Nation Ratification Officer identified on the envelope.

The envelope containing your Ballot must be received by the First Nation Ratification Officer **by the close of Voting Period.** Note that Ballots received after the close of the Voting Period will not be counted. You may also hand-deliver your Mail-in Ballot to the First Nation Ratification Officer. (Notify your First Nation Ratification Officer in advance to ensure COVID-19 safety measures are in place for any in-person interaction)

**In order for your Ballot to be counted, it must be placed inside the Identification Envelope that must be completed and signed by you and a witness.**

If you have any questions or believe you have spoiled your Ballot, please do not hesitate to contact Laura Commanda, Nipissing First Nation Ratification Officer at 705-753-2050 ext. 1221 by email to [laurac@nfn.ca](mailto:laurac@nfn.ca).

Miigwech,

*Laura Commanda*

Laura Commanda

Nipissing First Nation Ratification Officer