

## INSTRUCTIONS FOR 2021 SCHOOL BOARD NOMINATING COMMITTEE MAIL-IN BALLOT

*For a full list of 2021 candidates from each neighborhood along with their biographies, please visit <https://scarsdalesbnc.com>.*

- 1. For 2021 the SBNC elections will be conducted exclusively by mail-in ballot due to the COVID-19 pandemic.** You are eligible to vote in this election if you are: (i) eighteen or older, (ii) a U.S. citizen and (iii) have been a resident of Scarsdale for at least 30 days before the January 12, 2021 election. You do not need to be a registered voter as long as you meet these criteria. The mail-in ballot page may be used by any person who is eligible to vote.
  - The mail-in ballot consists of one page, including a section to select School Board Nominating Committee candidates. **Please follow the mail-in ballot instructions very closely. If you do not follow them precisely, your ballot will be invalid and will not be counted.**
  - 3. Do NOT write your name anywhere on the ballot itself.** The envelope containing your ballot will be used to validate your vote and your eligibility to vote. A properly completed sample ballot and envelope is shown on the SBNC website at <https://scarsdalesbnc.com/mail-in-ballots/>.
  - Provide your full name and address on the return address portion of your envelope. If your name and address are not clear, it may not be possible to confirm your eligibility to vote or rule out duplicate votes. This could invalidate your vote. **Sign the seal of the envelope.** Your signature certifies that: (i) you are eligible to vote (see criteria at the top of this page), (ii) you have not already voted in the election by mail-in ballot and (iii) you will not vote in the election except by this mail-in ballot.
  - 5. Include only one ballot in each envelope.** Each voter must use his or her own envelope so that each voter can provide the signature required.
  - Address the ballot to:  
**SBNC Administrative Committee, Election Chair  
P.O. Box 172H  
Scarsdale, NY 10583**
- Your ballot must be received at the U.S. Post Office at the Heathcote Golden Horseshoe Center  
no later than Tuesday, January 12, 2021 (Election Day) at 4:00 pm.**
- 7. Vote only for candidates in the election district in which you live (i.e., your elementary school neighborhood).** Vote for no more than two candidates (unless otherwise indicated) for the 2021 School Board Nominating Committee in your election district. If you: (i) vote for more than the maximum permitted number of candidates in your election district, (ii) vote for candidates in other districts, or (iii) vote for candidates in multiple districts, then your ballot will not be valid and your vote cannot be counted.