

Special Procedures: APO/FPO Absentee Ballots

September 15, 2014 – November 4, 2014

The United States Postal Service® and the Military Postal Service have again joined forces to expedite delivery of absentee ballots to overseas military personnel. We recognize the important role mail plays in the election process and are committed to ensuring that everyone who votes by mail experiences a smooth, well-organized process — one that provides them with the highest level of trust and confidence. The following Special Procedures for APO/FPO Absentee Ballots are provided for Election Officials and Postal employees.

Here is a summary of the program:

- Election officials should mail absentee ballots at least 45 days prior to the November 4, 2014, Mid-Term Election. All military absentee ballots mailed by election officials from September 15 through November 4, 2014, will be subject to special handling procedures.
- Local election offices are requested to segregate military absentee ballots to the Chicago International/Military Service Center (ISC) gateway and the Miami International Service Center.
- Trays or containers of absentee ballot mail may be identified using Tag 191, *Domestic and International Ballots*, and presented to the Post Office™.
- Contact your local Post Office for more information on standard procedures for election offices.
- APO/FPO absentee ballots will be sent from local Post Office locations to the nearest Processing & Distribution Center (P&DC) for further processing.
- At the International Service Centers, absentee ballots receive special handling.

ELECTION OFFICIALS: Separate military absentee ballots by preparing bundles for the two International Service Center (ISC) military gateways: Chicago and Miami.

Directions for marking the bundles.

ISC Name	ISC State Abbreviation	ISC ZIP Code™ Range
Chicago	AE	090–099
Chicago	AP	962–966
Miami	AA	340

If there are less than five (5) pieces to make a separate bundle, a mixed bundle may be prepared. This bundle must have the facing slip marked, “APO/FPO MIXED – Absentee Ballots.”



APO/FPO 090 AE IL 62109
Absentee Ballots 090–099



APO/FPO ADC MIAMI FL 331
Absentee Ballots 340



APO/FPO 962 AP IL 62196
Absentee Ballots 962–966



APO/FPO AE MIXED
Absentee Ballots

Above, templates for marking the bundles.