



**INSTRUCTIONS: REQUEST FOR MAIL BALLOT**

1. The deadline to complete and submit a request for mail ballot voting and to pick up a mail ballot package is Thursday, October 13, 2022 at 4:00 p.m.
2. Mail ballot packages are anticipated to be available the week of September 26, 2022 (subject to delays for ballot production).
3. Mail ballot packages will only be available for pick up at Municipal Hall during regular business hours.
4. It is the responsibility of the elector to ensure that the completed ballot is returned to the Chief Election Officer before 8:00 p.m. on General Voting Day, Saturday, October 15, 2022. They will be received on General Voting Day (October 15) at the Mount Elizabeth Secondary School voting location only.
5. Mail ballot packages will only be provided for completed request forms. It is the responsibility of the elector to ensure the form is filled out in its entirety and all information on the form is correct. Your application form can be submitted by fax, email, mail, or delivery to the contact information listed below.
6. Mail ballot packages picked up by a third party will only be provided to the individual identified on the request form. The elector or designated third party must provide identification and make a solemn declaration at the time of pick up.
7. It is the responsibility of the elector to ensure that the elector meets the qualifications to vote as a resident elector or non-resident property elector.
8. By requesting to vote by mail ballot, the elector acknowledges that they will not vote again in this election.
9. If you have any questions regarding voting by mail or the contents of a mail ballot package, please visit the District's website for more information: [www.kitimat.ca/election](http://www.kitimat.ca/election), or by phone at 250-63-8900 or by email at [election@kitimat.ca](mailto:election@kitimat.ca)

I, \_\_\_\_\_ apply to vote by mail as a [please choose (A) or (B)]:

(Please print full name of elector)

A. Resident Elector \_\_\_\_\_

(Please print residential address and postal code)

**OR**

B. Non-Resident Property Elector \_\_\_\_\_

(Please print address of real property in relation to which the elector is voting)

and request that I receive a ballot to vote by mail, under the provisions of the *Local Government Act* section 110 in the election on October 15, 2022.

**I hereby declare that I am:**

- 18 years of age or older on general voting day, October 15, 2022; and
- a Canadian citizen; and
- a resident of British Columbia for at least six months immediately before the day of voter registration; and
- a resident of the municipality on the date of registration OR a non-resident owner of real property in the municipality for at least 30 days prior to registration; and
- not disqualified by law from voting in an election or otherwise disqualified by law.

I request that you provide me with a mail ballot package as follows (*check ONLY one*):

- keep it at the District of Kitimat Municipal office for me to pick up;
- keep it at the District of Kitimat Municipal Office for the following person to pick up :  
Name \_\_\_\_\_ and  
Address: \_\_\_\_\_
- mail it to my residential address; or
- mail it to the following address: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Elector: \_\_\_\_\_

Phone number and/or email address of Elector: \_\_\_\_\_

Mail Ballot applications can be delivered by:

Fax: 250.632.4995  
Email: [election@kitimat.ca](mailto:election@kitimat.ca)  
Hand Delivered to: District of Kitimat Municipal Office, 270 City Centre, Kitimat, BC  
Mail/Courier to: District of Kitimat, 270 City Centre, Kitimat, BC V8C 2H7

***Freedom of Information and Protection of Privacy Act Notice***

*Personal information contained on this form is collected under the Freedom of Information and Protection of Privacy Act sections 26(a) and 26(c) and will be used only for the purpose of the mail ballot voting process for the 2022 by-election pursuant to the Local Government Act section 110. If you have any questions about the collection and use of this information, please contact:*

Kiona Enders  
Chief Election Officer  
270 City Centre  
Kitimat, BC V8C 2H7  
250.632.8900 ext 2263  
election@kitimat.ca

Tracy Tavares  
Deputy Chief Election Officer  
270 City Centre  
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