## **HONEST BALLOT**

## Date:October 9, 2019To:AFGE Local 1395 MembersFrom:Honest BallotSubject:Executive Officers and Delegates Election<br/>Voting Instructions

Voter ID:

Password:

You will need this information to vote online.

Ctrl Name Address City State Zip

On behalf of the AFGE Local 1395 (Local 1395) Election Committee, Honest Ballot, an independent, third party election services provider, is pleased to present your voting instructions for the 2019 election. Nominations and acceptances were completed as of September 25, 2019.

Voting for this election will be online and will be open from October 9, 2019 to November 15, 2019. This is the only notice you will receive regarding the election. You will not receive a paper ballot in the mail nor will voting take place at the meeting.

Local 1395 is currently electing officers and delegates. When you open your ballot online, you will see the list of candidates for each office. Please see the back of this letter for the list of officer positions and candidates who have been nominated, along with those elected by acclamation.

Please submit your vote by 11:59 P.M. on November 15, 2019.

## **Online Voting Instructions:**

- Using a computer, tablet or smart phone, go to <a href="https://afge1395.voteonlinehba.com">https://afge1395.voteonlinehba.com</a>.
- Enter your individual Voter ID and Password, noted above, into the boxes on the screen. Click on Login.
- Follow the instructions on the screen to vote. Click on the box by the candidate's names you wish to choose.
- When you are done, scroll to the bottom and click on Continue.
- You will be directed to the Review screen. Read over your choices.
  - ✓ If your choices are correct, click on Confirm.
  - ✓ If your choices are <u>not</u> correct, click on Change and you will be directed back to the top of the ballot to make changes. Then click on Confirm.
- Please note: When you click on Confirm, your vote will be counted. You will not be able to change your vote.
- You have the option to view or print a ballot receipt. Only you have access to this receipt using your password. Click on View Receipt.
- Logout.

If it comes to your attention that a fellow member did not receive this notice, please advise them to contact Honest Ballot at vote@honestballot.com. If you have any questions about the election procedures, please contact Honest Ballot. Customer service is available from 9:30 A.M. to 5:00 P.M. EST Monday through Friday, at (800) 541-1851, and by email, vote@honestballot.com, other days and times. Thank you.

Honest Ballot . 27246 Grand Central Parkway . Floral Park . NY . 11005

718-279-VOTE (8683) . 800-541-1851 . Fax 718-279-0873 . Email vote@honestballot.com . www.honestballot.com