

**NISKAYUNA CENTRAL SCHOOL DISTRICT**  
**1239 Van Antwerp Road**  
**Niskayuna, New York 12309**

REQUEST FOR ABSENTEE BALLOT

**Please print clearly.**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Date of Birth: \_\_\_\_\_

Phone Number: \_\_\_\_\_ *(This information is not shared and only used in the event that there is a question related to your application for an absentee ballot)*

I do declare that I am or will be, as of February 13, 2024 a qualified voter of the school district by meeting the following qualifications: over 18 years of age as of February 13, 2024, a citizen of the United States, and have or will have resided in the district for 30 days preceding February 13, 2024.

I do declare that I will be unable to appear to vote in person on the day of the school district election and I am requesting, in good faith, an absentee ballot because I am, or will be on such day (check one reason and complete all required information):

- A.  PATIENT/ILLNESS - A patient in a hospital, or unable to appear personally at the polling place on such day because of illness or physical disability;
- B.  AWAY DUE TO BUSINESS OR STUDIES - Required to be outside the county or city of my residence on such day, because of my duties, occupation, business or studies, as follows (complete one):

i. If your duties, occupation, business or studies are of such a nature as ordinarily to require such absence, please provide a brief description of such duties, occupation, business or studies:

\_\_\_\_\_  
\_\_\_\_\_

ii. If your duties, occupation, business or studies are not of such a nature as ordinarily to require such absence, please provide a statement of the special circumstances requiring such absence:

\_\_\_\_\_  
\_\_\_\_\_

*(Continued on Back)*

C.  AWAY FOR VACATION - On vacation outside the county or city of my residence on such day. I expect that such vacation will begin on \_\_\_\_\_ (Date) and end on \_\_\_\_\_ (Date) and will be at the following named place or places: \_\_\_\_\_.  
Complete the following:

Name of Employer (if applicable): \_\_\_\_\_  
Address: \_\_\_\_\_  
Self employed as a[n]: \_\_\_\_\_  
Located at: \_\_\_\_\_  
Retired as of: \_\_\_\_\_ (Date) \_\_\_\_\_

D.  LEGAL - Absent from my voting residence because (select one):

- I am detained in jail awaiting action by a grand jury.
- I am awaiting trial.
- I am confined in a prison after conviction for an offense other than a felony.

E.  NEEDED TO ACCOMPANY ANOTHER - Absent from the school district on the day of the school district vote by reason of accompanying or being with my (check one) \_\_\_\_\_ spouse, \_\_\_\_\_ parent, or \_\_\_\_\_ child, who resides in my household and who would be qualified to apply for an absentee ballot because my spouse/parent/child will be (check one):

- Absent from the county or city of his residence due to his duties, occupation, business or studies and such absence is not caused by the fact that his regular daily place of business is located outside such county or city, or
- Absent due to vacation,
- A patient at a hospital or confined due to illness or physical disability.
- Detained in jail.

**Date and Signature Required:**

I hereby declare that the foregoing is a true statement to the best of my knowledge and belief, and I understand that if I make any material false statement in the foregoing statement of application for absentee ballots, I shall be guilty of a misdemeanor.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Voter

**Note:** This request must be received by the District Clerk at 1239 Van Antwerp Road, Niskayuna, New York 12309 at least seven (7) days before the referendum if the ballot is to be mailed to the requestor, or the day before the election, if the ballot is to be delivered personally.

**Return to:** Cynthia Gagnon, District Clerk  
Niskayuna Central School District  
1239 Van Antwerp Road  
Niskayuna, NY 12309

**Questions:** Call 518-377-4666 x 4