

**721—21.354(53) Review process.**

**21.354(1)** *Examination of envelope marked with affidavit.* The reviewer shall make sure that:

- a. The envelope marked with the affidavit is sealed, apparently with the ballot inside.
- b. The envelope marked with the affidavit has not been opened and resealed.
- c. The affidavit includes the voter's signature.

**21.354(2)** *No defects or incomplete information.* If the reviewer finds that the affidavit is signed and that there are no defects that would cause the absentee and special voters precinct board to reject the ballot, the reviewer shall put the envelope marked with the affidavit into a group of envelopes to be retained in the secure storage area with other ballots that require no further attention until they are delivered to the absentee and special voters precinct board.

**21.354(3)** *Defective and incomplete affidavits.* The commissioner shall contact the voter if the reviewer finds any of the following flaws in the affidavit or envelope marked with the affidavit:

a. The commissioner shall contact the voter immediately if the envelope marked with the affidavit is defective. An envelope marked with the affidavit is defective if:

- (1) The absentee ballot is not enclosed in the envelope marked with the affidavit.
- (2) The envelope marked with the affidavit is not sealed.
- (3) The envelope marked with the affidavit has been opened and resealed.
- (4) The voter submits a change of address in a new precinct after returning a voted absentee ballot.

b. The commissioner shall contact the voter within 24 hours if the affidavit is not signed.

c. If an envelope marked with the affidavit has flaws that are included in both paragraphs "a" and "b," the commissioner shall follow the process in paragraph "a."

**21.354(4)** *Defective and incomplete affidavits stored separately.* The commissioner shall store the defective and incomplete envelopes marked with affidavits separately from other returned absentee ballot envelopes marked with affidavits.

a. Incomplete envelopes marked with affidavits requiring voter correction must be available for retrieval when the voter comes to make corrections.

b. Defective envelopes marked with affidavits must be attached to the replacement ballot (if any) for review by the absentee and special voters precinct board.

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