



June 5, 2020

Dear Residents of Horseheads Central Schools:

As we have shared via postcard and newsletter to residents in the district, the state has ordered this year's budget vote to be by absentee ballot only. We have delivered ballots to those who voted last year, and we are processing absentee applications for those who were unable to vote last year but would like to vote this year. If you have a ballot, or if you do not and would like to vote, please be aware that the district must receive completed ballots by 5pm Tuesday, June 9 in order to be counted. This is the date the state set for all budget votes in New York State.

We would like to give you some final information regarding this process so that everyone has the opportunity to vote according to the election rules we must follow for this year's absentee voting process.

If you do not have a ballot and would like to vote:

By law, you must complete a short application. Please come to the District Office at 143 Hibbard Road, Horseheads (off Daniel Zenker Drive) to complete the application. Our office will be open until 5pm today, from noon to 5pm Saturday, and from 7:30am to 5pm Monday and Tuesday. We are wearing masks and using social distancing in accordance with health guidelines during the global COVID-19 pandemic.

Applications for an absentee ballot can be accepted by the district up until 5pm on Monday, June 8, 2020. We can then give you your ballot immediately. You may complete it at that time, and your vote will be complete. You may also take your ballot with you and complete it at home; however, you must drop it off at the Hibbard Road District Office by 5pm Tuesday, June 9. **Please note that by law, the last day you can complete the absentee application is Monday, June 8 until 5pm. We are unable to give out absentee ballots on Tuesday, June 9.**

If you have a ballot:

You may mail it using the postage-paid envelope provided with your ballot. **Because the Post Office cannot guarantee delivery by a certain date, we ask that you please consider dropping it off at the District Office at 143 Hibbard Road.** Our office will be open until 5pm today, from noon to 5pm Saturday, and from 7:30am to 5pm Monday and Tuesday.

All completed ballots must be in the district office by 5pm June 9. Please also be aware that the governor's order does not allow for the ballot to be postmarked by June 9 to be counted. The ballot must be received by the District by 5pm on June 9 in order to be counted.

We thank you for your understanding and cooperation. If you have questions, please contact us at (607) 739-5601, x4260 or hcsdinfo@horseheadsdistrict.com.

Sincerely,

Dr. Thomas J. Douglas
Superintendent of Schools