

Vote-by-Mail Ballot Request Information File Layout

(For use when preparing and reporting the electronic data file
for vote-by-mail voters – s. 101.62, F.S.)

| Data Element Name | Description | Data Format Rules |
|-------------------------|---|--|
| RecordType | Vote-by-Mail Ballot Request Status | “AbStat” |
| CountyId | County providing summary | Char(3) Use FVRS county codes |
| FVRSVoterIdNumber | FVRS Voter Id Number | Numeric (10) |
| FVRSElectionNumber | FVRS Election identifier | Numeric (10) |
| ElectionDate | Date of the election | MM/DD/YYYY |
| ElectionName | Name of Election | Char(35) |
| LastAbsRecordChangeDate | Date the vote-by-mail summary record was last updated | MM/DD/YYYY |
| AbsenteeRequestStatus | <p>Applicable codes for reporting purposes: C: Use when a voter cancels a request for vote-by-mail ballot. E: Use when there is any voter-caused error in a returned vote-by-mail ballot other than a failure to sign the Voter’s Certificate. N: Use when a voter returns a vote-by-mail ballot with no signature on the Voter’s Certificate. P: Use when the vote-by-mail ballot is provided to the voter by any proper means of delivery (mail, fax, <i>etc.</i>). (Only record one ballot provided per voter.) R: Use when the supervisor has processed a vote-by-mail ballot request and determined that the voter is eligible to vote-by-mail for that election. S: Use when a voter has or makes a standing request to receive a vote-by-mail ballot for all elections occurring from the date of the request through the end of the calendar year for the second ensuing regularly scheduled general election. (Once the supervisor determines that the voter is eligible to vote-by-mail in a particular election, the status of the standing request for that election is recorded as “R”.) U: Use when a vote-by-mail ballot is returned as undeliverable to the address where it was sent. V: Use when a voted vote-by-mail ballot is returned and received in the supervisor’s office and does not otherwise fall into a status code of E, N, or U.</p> <p>NOTE: The code for each voter shall be updated daily so that each voter has only one code associated with the voter’s record. For example, a prior report for a voter reflecting an “S” will be changed on a subsequent report to an “R” if the voter is determined eligible to vote in the election.</p> | Char(1) C: Cancelled by the Voter E: Voter Error N: Unsigned P: Provided R: Requested S: Standing U: Returned Undeliverable V: Voted |

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| | The reporting code for that voter may then be changed, for example, to “P”, which may then be subsequently changed to a status of “E”, “N”, “U”, or “V”. | |
| AbsReqDate | | MM/DD/YYYY |
| AbsDelivery Date | | MM/DD/YYYY |
| AbsReturnDate | | MM/DD/YYYY |
| AbsReqCanceledDate | | MM/DD/YYYY |
| AbsMilitary | | Char (1) Y, N |
| AbsOverseasFlag | | Char (1) Y, N |
| AbsMilitary Dependent | | Char (1) Y, N |
| Precinct | | Char (6) |
| PrecinctSplit | | Char (10) |
| CongressionalDistrict | | Numeric (2) |
| SenateDistrict | | Numeric (2) |
| HouseDistrict | | Numeric (3) |
| CountyCommissionDistrict | | Char (10) |
| SchoolBoardDistrict | | Char (10) |
| OtherDistricts | | Char (25) |
| Abs Party | | Char (3) |
| Voter Name | | Char (99) |
| AbsReqMailingAddressLine 1 | | Char (40) |
| AbsReqMailingAddressLine 2 | | Char (40) |
| AbsReqMailingAddressLine 3 | | Char (40) |
| AbsReqMailingAddress City | | Char (40) |
| AbsReqMailingAddress State | | Char (2) |
| AbsReqMailingAddressZip | | Char (15) |
| AbsReqMailingAddressCountry | | Char (40) |
| AbsReqE-mailAddress | | Char (100) |
| AbsReqFaxnumber | | Char (20) |