



Village of Highland Hills

MICHAEL L. BOOKER, MAYOR

August 24, 2026

MEMORANDUM FROM THE MAYOR

Subject: A Call to Action in Highland Hills (The Importance of Voting)

Friends and Neighbors,

Recently, I conducted a three-year analysis of voting patterns in the Village. I hope it alarms you as much as it alarms me to know that only **26** of you consistently show up to every election. Yes, you heard that correctly—**26** out of **700**. Voting is public record and our record does not reflect who we are as a community. This statistic is not only disappointing; it's disrespectful. Disrespectful to the generations that came before us, and it sets a poor example for those who will follow. Our parents, grandparents, and great-grandparents faced significant challenges, often standing in long lines under harsh conditions to exercise what was invaluable to them: their right to vote, the right to have a voice in our democracy—often even before they learned to read or write, they had a vote to cast. Their unwavering commitment serves as a powerful reminder of the essential role we all play in the democratic process.

Voting is not merely a right; **it is a responsibility!** By casting our votes, we ensure that our voices are heard and we actively engage in shaping the future of our communities and our nation. It is crucial that we exercise this privilege in every election and encourage greater participation from our friends and family. We must honor the ideals for which our ancestors fought and the foundation upon which this country was built.

Now, I'm not here to tell you who to vote for or what party to support; I am not endorsing any candidate or policy. I am simply urging you to fulfill the duty and responsibility that your ancestors not only expect but demand of you. Make them proud by ensuring your voice is heard through the act of voting in this election and every election moving forward.

Attached, you will find forms to update your voter registration or to request a mail-in ballot. If you prefer to register online, please visit www.boe.cuyahogacounty.com. You can also call **(216) 433-VOTE**. If you need a stamp to send in your registration, I have that available for you as well.

No matter if you've lived here for three weeks or thirty years; whether you reside in an apartment, townhome, or house; **YOU MATTER**, and your vote matters in every election. Remember not voting, **is a vote** against your interest. So, after the November election, I want everyone in the County to recognize why Highland Hills is such a Big Deal. **Can I count on YOU?**

Yours in service,

Michael L. Booker, Mayor



Village of Highland Hills

MICHAEL L. BOOKER, MAYOR



Absentee Ballot Application

R.C. 3509.03, 3505.181, 3505.24

please print clearly (highlighted fields are required)

1) Your name

First: _____

Middle: _____

Last: _____

Suffix: _____

2) Your contact information *(recommended)*

Telephone Number: _____

Email: _____

Contact information will be used by the board of elections to contact you in a timely manner if your application is incomplete.

3) Your home address at which you are registered to vote *(no P.O. Boxes or polling place addresses)*

Street Address: _____

City: _____

County: _____

State: OH

ZIP: _____

4) The address where you receive mail *(if different than above)*

Street Address (or P.O. Box): _____

City: _____

State: _____

ZIP: _____

5) Your date of birth *(not today's date)*:

6) Your identification

Provide **ONE** of the following:

A. Write in the last four digits of your Social Security number: _____

B. Write in your Ohio driver license number or state ID card number: _____

C. A **COPY** of a different form of current photo identification (a driver license, state ID card, or interim ID form issued by the Ohio BMV; a U.S. passport or passport card; or a U.S. military ID card, military dependent card, Ohio National Guard ID card, or U.S. Department of Veterans Affairs ID card). The copy of the photo ID must include images of the front and back, except for a passport which must include the passport's identification page.

7) Election in which you would like to vote *(you must complete a separate application for each election)*

☐ November General Election

☐ Special Election

Date: _____

☐ Primary Election

Date: _____

If a primary election is selected, indicate the type of ballot you would like to receive by selecting **ONE** of the following:
☐ Democratic

☐ Libertarian

☐ Republican

☐ Issues Only
Important: If selecting a partisan ballot in a primary election, the ballot will include all questions and issues on which the voter is eligible to vote.

8) Affirmation

- I understand that, per Ohio law, the board of elections must receive this request no later than the close of business seven days before Election Day.
- I understand that if an absentee ballot is mailed to me and I change my mind and go to my polling place to vote on Election Day, I will be required to vote a provisional ballot.
- I understand that if I do not provide the board with all of the required information, my application cannot be processed.
- I hereby declare, under penalty of election falsification, that I am a qualified elector and the statements above are true.

Signature X _____

Today's Date: _____

9) I am interested in serving as a poll worker on Election Day. *(optional)*

☐ Yes

☐ No

TO VOTE IN OHIO, YOU MUST BE A CITIZEN OF THE UNITED STATES.

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.

TO ENSURE YOUR ABSENTEE BALLOT REQUEST IS RECEIVED, PLEASE DO THE FOLLOWING:

- Ensure that all fields are complete.
- If requesting a ballot for a primary election, and you wish to vote in a party's primary election, make sure you have checked your desired party. If you do not wish to affiliate with a party or to vote in their primary, choose "Issues Only."
- Sign and date your form.
- Mail the completed form to your county board of elections, or return the completed form in person to your county board of elections office. This form **MUST** be received by the close of business on the seventh day before Election Day.
- For your county's board of elections address, please visit VoteOhio.gov/Boards.
- If you have additional questions, please call the office of the Ohio Secretary of State at 877-SOS-OHIO (877-767-6446).

NEXT STEPS:

- Once your board of elections receives your absentee ballot request, the board will process your request and mail your ballot to your address.
- You can track your request and your ballot online at VoteOhio.gov/Track.

How to Return Your Absentee Ballot

Ohio law requires all absentee ballots to be received by 7:30 p.m. on Election Day under one of the following options:

- **BY MAIL:** Complete your ballot, place in ID envelope, sign and seal, insert into the return envelope, and return it with affixed postage to your county board of elections *as soon as possible* to allow for postal delivery by 7:30 p.m. on Election Day.
- **IN PERSON TO A DROP BOX:** Complete your ballot, place in ID envelope, sign and seal, insert into the return envelope, and return it in person without postage to the drop box located at your county board of elections by 7:30 p.m. on Election Day.
- **IN PERSON AT THE BOARD OF ELECTIONS OFFICE:** Complete your ballot, place in ID envelope, sign and seal, insert into the return envelope, and return it in person without postage to your county board of elections office by 7:30 p.m. on Election Day. Only you or a near relative* may deliver your ballot. A voter who is disabled may select anyone to deliver their ballot, other than their employer or an officer in their union (52 U.S.C. § 10508). The person delivering a ballot for either a family member or a voter with a disability **MUST** complete an attestation form at the county board of elections office (Form 12-P). For county boards of elections locations and hours, please visit VoteOhio.gov/Boards.

If you are a member of the uniformed services or a voter outside of the United States, ballots must be received by the fourth day after the election. Sign your identification envelope by the close of polls on Election Day or return it in person by 7:30 p.m. on Election Day.

You must complete this form yourself unless you are unable to do so due to disability, illiteracy, or blindness.

* Near relative includes the voter's spouse or the voter's father, mother, father-in-law, mother-in-law, grandfather, grandmother, brother, or sister of the whole or half blood, or the son, daughter, adopting parent, adopted child, stepparent, stepchild, uncle, aunt, nephew, or niece (R.C. 3509.05).

Ohio Voter Registration and Information Update Form

WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.

Please read instructions carefully and type or print clearly using blue or black ink. Sections in red are required.

For questions, visit VoteOhio.gov or call 877-767-6446.I AM: ☐ **Registering as an Ohio voter** ☐ **Updating the address on my registration** ☐ **Updating the name on my registration****1 Are you a U.S. citizen? (required)**☐ Yes ☐ No**2 Will you be at least 18 years of age on or before the next general election? (required)**☐ Yes ☐ No**Eligibility:** To vote in Ohio you MUST meet all the following requirements:

1. You must be a citizen of the United States.
2. You must be at least 18 years old on or before the day of the general election.
3. You must be a resident of Ohio for at least 30 days immediately before the election in which you want to vote.
4. You are not incarcerated (in jail or in prison) for a felony conviction.
5. You have not been declared incompetent for voting purposes by a probate court.
6. You have not been permanently disenfranchised for violations of election laws.

IF YOU ANSWERED NO TO EITHER QUESTION ONE OR QUESTION TWO, OR YOU DO NOT MEET ALL ELIGIBILITY REQUIREMENTS, DO NOT COMPLETE THIS FORM.**3 Name (required)**

Last Name _____

Middle Name _____

First Name _____

Suffix (Jr, Sr, II, III, etc.) _____

4 Residential Address (required) - No P.O. Boxes. Enter new address if changed.

County _____

Address _____

City _____

Apt. or Lot # _____

ZIP Code _____

Residency Requirements: For voting purposes, your home address is the place you consider your permanent home. It is where you live and plan to return whenever you are away. If you do not have a fixed home but stay regularly at a shelter or another place, you can use that place as your residence for voting registration. If you have questions about your specific situation, contact your county board of elections.**5 Mailing Address (optional) - Use this field if your mailing address is different from your home address, including a P.O. Box.****6 Birthdate (required) - MM/DD/YYYY (not today's date)****7 Phone Number (recommended)****8 Identification (required)**If you have a current Ohio driver license or state ID card, you **MUST** provide that number (two letters followed by six numbers).**IF YOU DO NOT HAVE** an Ohio driver license or state ID card, you must provide the last four digits of your Social Security number.☐ I have not been issued an Ohio driver license, state ID card, or Social Security number.**9 Previous Address - Use this field if you are updating your address in your current registration.**

Previous County _____

10 Change of Name - Use this field if you are updating your name in your current registration.

Former Legal Name _____

Former Signature _____

11 Signature (required) Please write your cursive, handwritten signature or make your legal mark, taking care that it does not touch the surrounding lines, so when it is digitally imaged by your county board of elections, it can effectively be used to identify your signature.**I declare under penalty of election falsification that I am a citizen of the United States, will have lived in this state for 30 days immediately preceding the next election, and will be at least 18 years of age at the time of the general election.**

Today's date (required) - MM/DD/YYYY _____

FOR PERSONS ASSISTING AN APPLICANT**Assistance Attestation**

Printed Name of Assister _____

Signature of Assister for Applicant in Accordance with R.C. 3503.14 _____

☐ I completed this form on behalf of the applicant due to disability, blindness, or illiteracy. I attest that the applicant indicated that he/she desired to register to vote or update the applicant's name or residence.

Address of Assister _____

Compensation Attestation - I registered this applicant and am paid to do so by my employer.

Printed Name of Assister _____

Name of Employer _____

Signature of Assister for Applicant in Accordance with R.C. 3503.14(A) _____

Address of Assister _____

**TO ENSURE YOUR INFORMATION IS RECEIVED,
PLEASE DO THE FOLLOWING:**

1. Print this form.
2. Make sure all required fields are complete.
3. Sign and date your form.
4. Fold and insert your form into an envelope.
5. Mail your form to your county board of elections.

For your county board's address, please visit VoteOhio.gov/Boards.

If you have additional questions,
please call the office of the Ohio Secretary of State
at 877-SOS-OHIO (877-767-6446).

HOW TO OBTAIN AN OHIO ABSENTEE BALLOT

Any Ohio voter whose registration is up to date may cast an absentee ballot. Absentee ballot applications can be obtained from your county board of elections or from the Secretary of State online at VoteOhio.gov or by phone at 877-SOS-OHIO (877-767-6446).

OHIO VOTER IDENTIFICATION REQUIREMENTS

Voters must bring photo identification to the polls in order to verify identity. Voters who do not provide identification will still be able to cast a provisional ballot pursuant to R.C. 3505.181. For more information on voter identification requirements, please visit the Secretary of State's website at VoteOhio.gov or call 877-SOS-OHIO (877-767-6446).

Please note, if the applicant's driver license or ID contains a "NONCITIZEN" identifier (on the back), the identification requires additional proof of U.S. citizenship.

NOTICES

This form must be *received or postmarked* by the 30th day before an election in which you intend to vote. You will be notified by your county board of elections of your voting location. If you do not receive a notice following timely submission of this form, please contact your county board of elections.

Voter registration is subject to verification with state and federal databases.