**Email Template: Make a Voting Plan**

**Subject Line:**Make a Plan to Vote this Fall!

Hello [Insert Name],

It’s time to make your voting plan! Here is a step-by-step checklist that you can follow (and share with others) to ensure you know how and when you will cast a ballot.

1. **Register to vote**: It is fast and easy to register to vote online in New Jersey. If you are already registered, check to ensure your voter registration is current. [Register to vote online here](https://voter.svrs.nj.gov/register). The deadline to register for the 2021 General Election is October 12th, 2021.

1. **Choose how you will vote this year.** Voters have three ways that they can vote this year – in-person on Election Day, in-person during the Early Voting period, or by mail.
2. **Voting By Mail:** In New Jersey, any eligible registered voter can Vote by Mail – you do not need a reason to request a Vote by Mail ballot,**but you do need to apply.** To receive your Vote by Mail ballot by mail, the application must be received by your County Clerk by October 26, 2021. Voters can also apply in person to the County Clerk up until 3:00 pm on November 1, 2021. Go to [www.lwvnj.org/vote](https://www.lwvnj.org/vote) to download your Vote by Mail application. If you are not sure if you are signed up to Vote by Mail, check your voter registration status at [www.lwvnj.org/vote.](http://www.lwvnj.org/vote)
3. **Voting Early In-Person:** New Jersey voters are now able to vote early in-person, using a voting machine, at a limited number of polling locations. Early voting will be available from **October 23, 2021 to October 31, 2021**. During this time, the polls will be open from **10 am-8 pm on weekdays and Saturdays, and from 10 am-6 pm on Sundays**. Find which polling locations are available for early voting in your county at [www.lwvnj.org/vote.](http://www.lwvnj.org/vote)
4. **Vote In-Person on Election Day:** Voters can also vote at their polling place on Election Day, Tuesday, November 2nd. Polls are open 6 am - 8 pm. Your polling location will be listed on your sample ballot. Voters receive sample ballots in the mail about a week before Election Day. You can also find your polling location at [www.lwvnj.org/vote](http://www.lwvnj.org/vote).

1. **Do your research**: Visit[Vote411.org](http://www.vote411.org/) to register to vote, to see what will be on the ballot, learn more about candidates' positions, and more. Visit [www.lwvnj.org/vote](http://www.lwvnj.org/) for more information about filling out your ballot and ensuring it counts.

1. **Cast your ballot**: If you are voting by mail this year you have three ways to return your ballot.
2. Do not wait until the last minute: fill out and mail your ballot back as soon as you receive it. All ballots returned through the mail must be postmarked by November 2nd and received no later than 8 pm, on November 8th.
3. You may also return your ballot through a secure drop box. Find the drop box locations in your area at [www.lwvnj.org/vote.](http://www.lwvnj.org.vote/) Ballots returned in drop boxes must be returned by 8 pm on Election Day, November 2nd.
4. Vote by Mail ballots may be returned in-person to your County Board of Election's office. Ballots returned in-person must be returned by 8 pm on Election Day, November 2nd.

1. **Track your ballot**: Voters can track their  ballots using the “[Track My Ballot](https://nj.gov/state/elections/vote-track-my-ballot.shtml)” tool on the New Jersey Division of Elections website.

1. **Know where to get help**: Call the League of Women Voters of New Jersey at 1-800-792-VOTE(8683) with any questions.

Now head over to your calendar and schedule how and when you will vote. Select how you will vote, pick a date, pick a time, and pick one of the options to cast your ballot - and stick to it! Then encourage your friends and family to do the same.

Happy voting,

[Insert Signature]