

## Mail Ballot Written Plan and Timetable

This written plan and timetable and instructions must be posted to the county election website or publicly noticed in another way at least 60 days before the election. **School Elections:** If the school district clerk is running the election, the plan must be sent to the county administrator.

**Note:** The information in this plan is the responsibility of the election administrator and is not reviewed by the Secretary of State.

Type of Election	Trustee/Director/Governing Body <span style="float: right;"><input checked="" type="checkbox"/></span>		
Name of Jurisdiction (District, Precinct, or Ward)	City of Choteau Ward 2		
Name(s) of County(s)	Teton		
Estimated # of Electors	Active	Inactive	Provisional
	546	78	0
Postage to Return Ballot paid for by (& if insufficient, who pays)	Elector; jurisdiction covers insufficient postage <span style="float: right;"><input checked="" type="checkbox"/></span>		
Procedures to Ensure Security and Transport of Ballots <b>School Elections:</b> attach outlined security procedures	Ballots are deposited in a locked ballot box and secured in a locked area, and transported by at least two officials		
Ballots printed based on	Ward		
Plan for providing voter interface devices	Expressvote will be available at the election office.		
For school elections, specify signature verification procedures	Not applicable not a school election		
<b>ELECTION DATES</b>		<b>REQUIRED BY LAW</b>	<b>DATE</b>
1	Date applicable documents sent to governing body	No later than 60 days before election	8/21/25
2	Date of posting written plan and timetable	No later than 60 days before election	9/2/25
3	Last day for governing body to opt out of mail ballot election	55 days before election	9/10/25
4	Dates Notice of Close of Regular Registration Published	3 times in the 4 weeks preceding the close of regular registration	9/17/25 9/24/25 10/1/25
5	Dates Election Notice Published	3 times, no earlier than 40 days before and no later than 10 days before election	10/1/25 10/8/25 10/15/25
6	Close of Regular Registration	30 days before election	10/6/25
7	Beginning of Late Voter Registration	Day after close of regular registration	10/7/25
8	Date Ballots Mailed	No earlier than 20 days and no later than 15 days before election	10/17/25
9	<b>ELECTION DAY</b>		<b>11/4/2025</b> <span style="float: right;"><input checked="" type="checkbox"/></span>

**I affirm that I will conduct the election according to the written plan and timetable.**

Sarah Clarke

Chief Election Administrator Conducting Election

Other County Administrators if Applicable

☒ County Election Admin      ☐ School District Clerk

Updated 8/14/2025

The place(s) of deposit and the days and times when ballots may be returned to the places of deposit are:

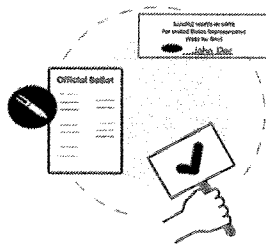
Teton County Election Office  
1 Main Avenue South  
Choteau, MT 59422

Monday-Friday 8am - 5pm  
Election Day 7am - 8pm

Attach any special requirements here:

## VOTE YOUR BALLOT

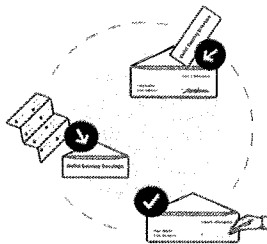
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- With a blue or black ink pen, fill in the oval for each race.
  - Skipping a race will not invalidate your ballot
- To write in a candidate's name, completely fill in the oval next to the line and print the name in the blank space. (Note: only the names of candidates who have filed to be write-in candidates will be counted.)
- The following are not allowed:
  - An X, V, or another mark.
  - Crossing out, erasing, or using correction fluid.
  - Any identifying marks on your ballot.
  - Marking more choices than allowed for each race.
- If you make a mistake, request a replacement ballot from your county election office.

## PREPARE YOUR BALLOT FOR RETURN

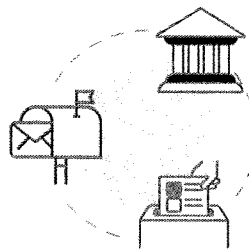
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- Place and seal the voted ballot in the secrecy envelope.
- Place and seal the secrecy envelope into the return signature envelope.
- **Sign your name on the voter affirmation line and write your birth year on the return signature envelope.**
- **Per MCA 13-13-201, failure to sign and write your birth year may cause your ballot to be rejected.**
- Do not sign for another person.

## RETURN YOUR BALLOT

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- Mail your ballot. The Postal Service recommends you mail your ballot at least one week before the election.  
(Note: \$.78 cents postage required)

OR

- Drop off your ballot at your polling place or county election office:

### TETON COUNTY ELECTION OFFICE

ADDRESS  
1 Main Avenue South

CITY/ZIP  
Choteau, MT 59422



## MUNICIPAL GENERAL ELECTION VOTING INSTRUCTIONS

VOTED BALLOT MUST BE  
**RECEIVED** (A POSTMARK IS  
NOT ACCEPTED) BY  
**8 P.M. ON ELECTION DAY**  
November 4, 2025

### OTHER INFORMATION:

- Contact your County Elections Office for questions, including assistance for voters with disabilities and information for military voters.

### PHONE NUMBER

406-466-2693

### EMAIL ADDRESS

sclarke@tetoncountymt.gov

Failure to follow these instructions may  
invalidate part or all of your ballot.