

**VENTURA COUNTY FEDERATION OF COLLEGE TEACHERS  
AFT LOCAL 1828**

**ELECTION NOTICE**

A Secret ballot election for the offices of the Executive Council is being conducted by mail. Ballots for this election are being mailed to members on April 20, 2022. Any eligible member who has not received a ballot in the mail at home by April 28, 2022 or any member who spoils a ballot may request a new ballot by contacting Executive Director Michael Sheetz by email at [msheetz@aft1828.org](mailto:msheetz@aft1828.org). If you request and return another ballot, only the replacement ballot will be counted.

**INSTRUCTIONS FOR MAIL VOTING**

Please read the following instructions carefully before marking and mailing your ballot:

- Mark and “X” or “check mark” in the box next to the name of the candidates of your choice. If you wish to submit a write-in candidate for any office, please legibly print the name of the candidate on the blank line next to the office to which you wish to elect the write-in candidate. Do not place your name, initials, or any other identifying information on the ballot. Ballots containing identifying information will be voided.
- Place your marked ballot in the small envelope labeled “Secret Ballot Envelope” and seal it. Do not write on this envelope. You must use the Secret Ballot Envelope to ensure that ballot secrecy is maintained. Failure to use the Secret Ballot Envelope will result in your ballot being voided when the ballots are counted. If your ballot package does not contain a Secret Ballot Envelope, you may obtain one by contacting the Executive Director Michael Sheetz by email at [msheetz@aft1828.org](mailto:msheetz@aft1828.org).
- Insert the sealed Secret Ballot Envelope containing your marked ballot into the return envelope pre-addressed to the AFT Local 1828 Election Committee and seal it. Print your name and address in the return address space on the return ballot envelope. **DO NOT MARK ON THE SECRET BALLOT ENVELOPE..**
- Your name on the return ballot envelope will identify you as an eligible voter. The number in the lower left corner of the return ballot envelope will be used by the Election Committee for sorting ballots and determining voter eligibility at the ballot count. Your vote will remain secret because the Secret Ballot Envelope containing your ballot will be separated from the return ballot envelope and mixed with other Secret Ballot Envelopes before it is opened and the ballots counted.
- Ballot secrecy can only be preserved if you personally mark and mail your ballot. Do not allow anyone else to mark or handle your ballot or see how you vote. Do not give your ballot to anyone else for mailing. Do not hand deliver your ballot to the union office.

**IMPORTANT:** Mail your ballot in sufficient time for it to be received at 816 Camarillo Springs Road Suite B, Camarillo, CA 93012 **no later than 5:00 p.m. on April 29, 2022.**