

## Absentee and Mail-in Ballot/Application Challenge Procedures

Any person challenging a registered Philadelphia elector's (1) application for an absentee ballot, (2) absentee ballot, (3) application for a mail-in ballot, or (4) mail-in ballot, must follow the following procedure:

1. Only candidates, political parties and bodies, and authorized poll watchers may challenge.
2. Challenges may only be made on the ground that the applicant was not a qualified elector.
3. Challengers must complete the "Absentee or Mail-in Ballot or Ballot Application Challenge" form online for each application or ballot challenged at the following website:  
<https://phila.jotform.com/212974912800052>
  - a. The following information must be provided in the form:<sup>1</sup>
    - i. Name of challenged elector
    - ii. Date of birth of the challenged elector
    - iii. Address of challenged elector
    - iv. Ward and Division of challenged elector
    - v. Alleged reason challenged elector is not qualified
    - vi. A description of the evidence, including proposed testimony, of the challenged elector's non-qualification
    - vii. Name of challenger
    - viii. Name of the candidate, political party, or political body the challenger represents
    - ix. Address of challenger
    - x. Phone number of the challenger
    - xi. Email address of the challenger
4. Challengers must print the form submission confirmation page and sign it in ink.
5. Challengers must deliver the original, signed challenge form to the Board of Elections at City Hall, Room 142, by 5 p.m. on Friday, November 1, 2024.
6. Challengers must also deposit ten dollars (\$10) with the Board of Elections by 5 p.m. on November 1, 2024, for each challenge they submit. The person who made and signed the challenge must make the deposit. The Board only accepts certified checks and money orders made out to "City of Philadelphia." If a challenger is submitting multiple challenges, a single certified check or money order for the aggregate amount will be accepted.
7. Challenges from challengers who do not comply with each of these requirements may be dismissed as improperly filed without a hearing by the Board.
8. The Board will hold a hearing or hearings on all challenges beginning with their next publicly announced meeting. The time and place of any such hearings will be publicly announced.

*[If the online fillable form is unavailable, challengers may obtain paper forms from the Board of Elections at City Hall, Room 142. Challengers submitting more than two challenges who do not use the online fillable form must also provide the Board of Elections, via email to [vote@phila.gov](mailto:vote@phila.gov), with an .xlsx file containing the information in paragraph 3.a.i-xi above by the time the required deposit is made.]*

---

<sup>1</sup> Information such as date of birth or ward/division may be obtained from the Board.