VOTING INSTRUCTIONS <u>PLEASE READ CAREFULLY</u>

Ballots may be submitted <u>only</u> by Retired Firefighters. Retired Firefighters are members or officers of the Fire and Emergency Medical Services Department of the District of Columbia who haves retired under a regular or disability retirement pursuant to the provisions of the program for the Police Officers and Firefighters Retirement and Disability.

To vote by mail:

- 1. Remove your ballot from the outer envelope and review the enclosed materials.
- 2. Mark the appropriate box next to your choice on the ballot by completely filling in the box so that the box appears as follows: ■. *Vote for only one candidate.*
- 3. Separate your ballot from the stub on the bottom of the ballot along the dotted lines where indicated. Place the marked ballot into the solid envelope marked "SECRET BALLOT ENVELOPE", and seal the envelope.
- 4. Take the stub that was on the bottom of the ballot and sign your name where indicated. Place the stub together with the secret ballot envelope into the double window envelope **SO THAT THE ADDRESS AND BAR CODE SHOW IN THE WINDOWS.**
- 5. Seal the double window envelope and mail. (No postage is necessary if mailed in the U.S.A.)
- 6. <u>ALL BALLOTS MUST BE RECEIVED by 5:00 p.m. E.D.T. on NOVEMBER 14,</u> <u>2011, OR THEY WILL NOT BE COUNTED.</u>
- 7. If you voted by telephone, DO NOT RETURN THIS BALLOT.

To Tele Vote by Touch Tone Telephone:

- 1. Call **866-620-4940** and follow the voice prompts.
- 2. When prompted, enter the PIN printed above your name and address on the reverse side of these instructions, and the last 4 digits of your Social Security number.
- 3. <u>DO NOT HANG UP UNTIL THE SYSTEM SAYS THAT YOUR VOTE HAS</u> <u>BEEN ADDED TO THE TALLY.</u>
- 4. After you submit your vote, it will be made anonymously and you will be recorded as having voted.
- 5. You may vote in this election between 1:00 P.M. E.D.T. on October 17, 2011 and 11:59 P.M. E.D.T. on November 14, 2011

If you do not receive a ballot, or lose or destroy your ballot, you may vote via telephone using the information above <u>or</u> request a duplicate by contacting True Ballot Inc., at (301) 656-9500 or the D.C. Retirement Board at (202) 343-3200 and request a new ballot for the D.C. Retirement Board Retired Firefighter election.

All ballot replacement requests <u>must be received</u> by Friday, November 4, 2011. If you are unable to meet this deadline, we encourage you to vote via telephone using the instructions above. If you require any assistance with voting via telephone, please contact True Ballot Inc., at (301) 656-9500.

The ballots will be counted at 10:00 a.m. E.D.T. on <u>Wednesday, November 16, 2011</u>, at 900 7th Street, NW, Level ML, Washington, D.C. 20001. Each candidate may observe the count or designate another individual as their observer.