

**CITY OF AMESBURY
RETURN WITHIN TEN (10) DAYS**

COMPLIANCE with this State Requirement provides proof of residence, protection of voting rights, veteran's bonus, housing for the elderly and related benefits as well as providing information for your community. This form DOES NOT register you as a voter or allow you to change your political party. To register to vote or change party, please obtain a mail-in registration form by calling 800-462-8683, go online to www.registertovotema.com, or contact the City Clerk's Office at (978) 388-8100. You must be a registered voter at least ten (10) days prior to an election.

INSTRUCTIONS – PLEASE PRINT LEGIBLY

1. **VERIFY** and/or complete all information listed on the form. See below for specific instructions for each item.
2. Make **CHANGES** in the **LINE BELOW** the printed line.
3. **ADD NEW MEMBERS** to the family or household by entering name & information on a blank line at the end of form.
4. **DELETIONS** – Put a line through name of any resident no longer residing at this address and complete moved section.
5. **SIGN / DATE and RETURN this form within 10 days of receipt.**

RESIDENT ADDRESS – If your resident address is incorrect, make changes on the lines to the right of the address.

PHONE NUMBER – This is not required, but it is helpful if the Clerk's Office has a question about your returned form.

VOTER – Registered voters will have a code indicating their enrollment status in this column; "R" Republican, "D" Democrat, "L" Libertarian and "U" for Unenrolled (Independent). All other letters represent political party designations. You cannot use this form to register to vote or change political enrollment.

NAMES OF ALL FAMILY / HOUSEHOLD MEMBERS AT THIS ADDRESS – Be sure that ALL family or household members whose legal address is the same are listed. Include any member of the family in military service, away at school, or confined to a rest home. If a new member has been added to the family or household, enter the name and information in the blank space provided on the form.

DATE OF BIRTH – MM=Month, DD=Day, YYYY=Year. If your date of birth is blank or incorrect, please correct on form.

OCCUPATION – Indicate/verify your occupation, not your place of employment.

NATIONALITY – Complete only if you are NOT a U. S. Citizen, please indicate/verify your nationality.

MOVED / DECEASED – Place a "D" in the column to indicate the resident is deceased. Place an "M" to indicate the resident has moved. You MUST also provide a new address for moved registered voters along with their signature in order for the change to be processed (complete the moved voter section on the bottom of the form).

VETERAN – A "Y" indicates you are a U. S. Veteran.

COMPLETE YOUR ANNUAL CENSUS FORM TO MAINTAIN YOUR ACTIVE VOTER STATUS

INACTIVE VOTERS

Registered voters who do not respond to the annual street listing by June 1st are considered inactive. Inactive voters are required to complete additional forms & show proof of address at elections in order to vote. Completing these forms at an election does NOT update your census -- you MUST return a census form to become active and avoid completing these forms at future elections.

DELETING VOTERS

Inactive voters who DO NOT respond to the census confirmation mailing and DO NOT vote for 4 consecutive years may be deleted from the voting list.

**WHY AM I RECEIVING
MULTIPLE CENSUS FORMS?**

If everyone in your family is not appearing on the same census form and you are receiving multiple forms, at some point we were notified that someone in your household had moved but a new address was not provided (see MOVED section above). Simply send back all the forms together and note one household on the form or write in the missing people on the form with the head of household to receive a single census form in the future.

DOG LICENSE APPLICATION

If you don't have a dog, you can skip this section. If you have a dog, please make sure to complete the application in full and include payment and rabies certificate for each dog in the household. Your application will be returned if it is incomplete.

Any owner of a dog six (6) months or older in the City of Amesbury shall cause that dog to be licensed as required by Massachusetts General Laws, Chapter 140 as amended commencing on April first of each year.

PLEASE NOTE: Per Chapter 204 of the Amesbury Municipal Ordinances there are laws regulating licensing, animals running at large, and animal waste. For complete ordinance go to www.amesburyma.gov