

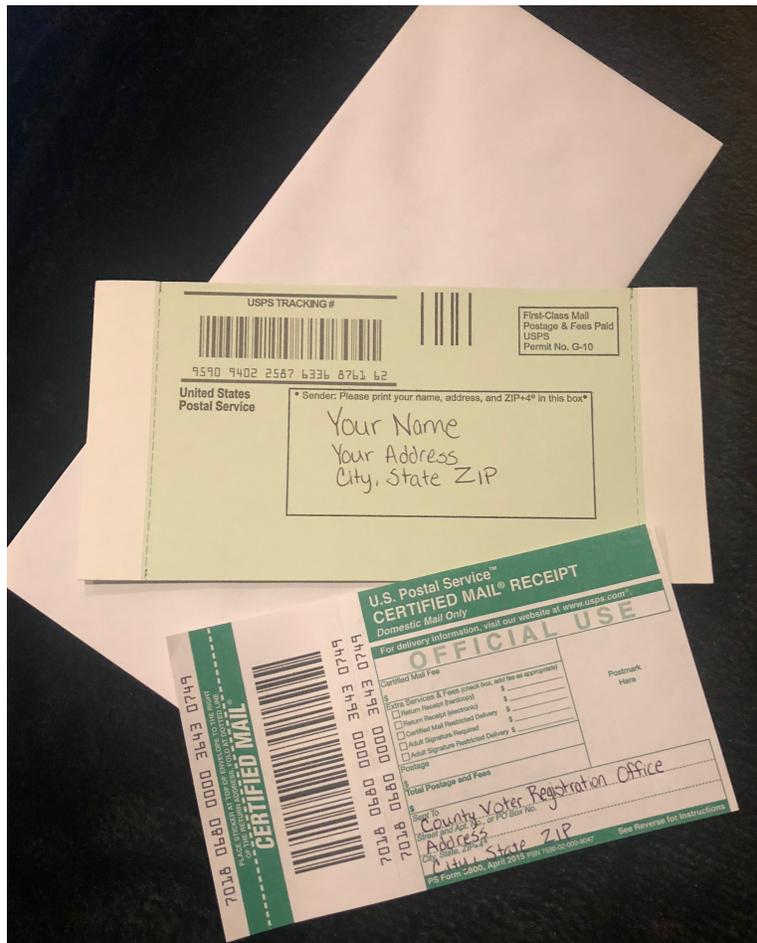
Mailing Petition Forms to County Voter Registration Offices

By Teri Cento - Communications Director - Indiana Green Party

If you have been collecting signatures to get the Indiana Green Party's candidate for Secretary of State, George Wolfe, on the ballot for the November Election like me, then you may have found yourself having numerous petitions for many different counties. We are required to turn the signed petition forms by noon on July 2nd into the County Voter Registration Office where the signer resides and is registered to vote. So, for example, signatures collected from people who are registered to vote in Marion County, must be sent to the Marion County Voter Registration Office. Each County Voter Registration Office's mailing address can be found [here](#).

Before you mail your petitions, make a copy of them either by using a copy machine or taking a photo. Send the original petitions along with [this cover letter](#) to the appropriate County Voter Registration Office via certified mail.

To send certified mail you will need an envelope and two forms, the PS Form 3800 and 3811. *You can pick these forms at any post office for free.*



Fill the PS Form 3800 out. Write the address of the County Voter Registration Office that you are sending the petitions to in the bottom three lines of the form.

Fill the PS Form 3811 out. On the side that has the stamp, write your name and address in the 'Sender' box. This green card is going to be returned to you in the mail. When you get it, you will know the petitions have been received and the certification process started.

On the back of PS Form 3811, write the name and address of the County Voter Registration Office which you are sending the petitions to. *You can find the address to Indiana's County Voter Registration Offices [here](#).*

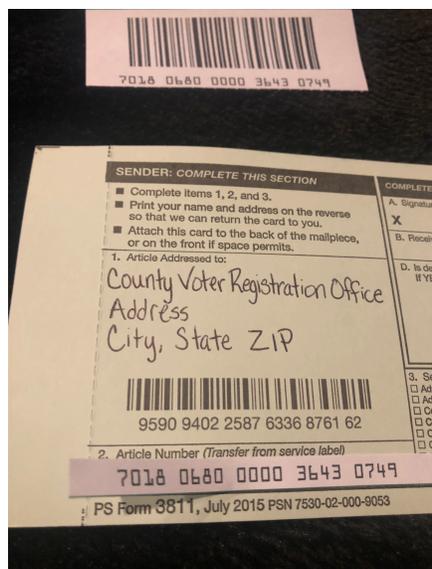
Using the perforated edge, tear the PS Form 3800 into two pieces.



Locate the sticker on the far left side of the PS Form 3800 and remove it.



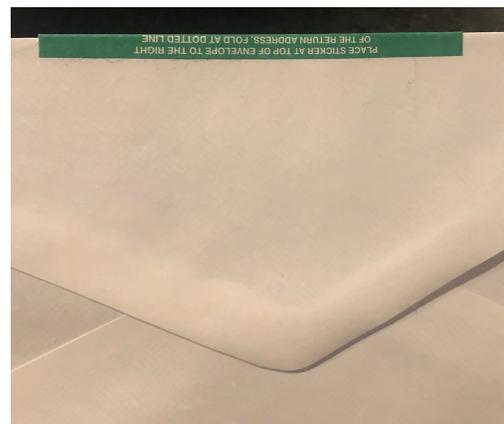
Place the sticker onto the back of PS Form 3811 at the bottom in box 2.



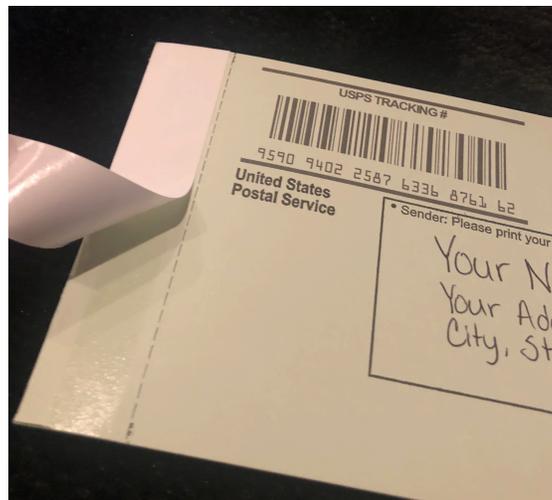
Find and remove the remaining sticker located on the left side of PS Form 3800.



Place the sticker on the top of your addressed envelope. Use the white perforated lines on the sticker as a guide and place it so the top of the sticker can be folded down towards the back and stick it to the top-back of the envelope.



Find and remove the two pieces of paper located on the far left and right on the front of PS Form 3811 to reveal the adhesive.



Place PS Form 3811 on the back of the addressed envelope. This card will be torn off the envelope by the postal worker and returned to you.

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:
 County Voter Registration Office
 Address
 City, State ZIP

2. Article Number (Transfer from service label):
 7018 0680 0000 3643 0749

COMPLETE THIS SECTION ON DELIVERY

A. Signature
 X
 Agent
 Addressee

B. Received by (Printed Name)
 C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type
 Adult Signature
 Adult Signature Restricted Delivery
 Certified Mail®
 Certified Mail Restricted Delivery
 Collect on Delivery
 Collect on Delivery Restricted Delivery
 Insured Mail
 Insured Mail Restricted Delivery
 Registered Mail™
 Registered Mail Restricted Delivery
 Return Receipt for Merchandise
 Signature Confirmation™
 Signature Confirmation Restricted Delivery

9590 9402 2587 6336 8761 62

PS Form 3811, July 2015 PSN 7530-02-000-9003

You are now in the position to buy postage and mail petitions, certified-return receipt.

CERTIFIED MAIL

Your Name
 Address
 City, State ZIP

7018 0680 0000 3643 0749

County Voter Registration Office
 Address
 City, State ZIP

The remaining of PS Form 3800 is your receipt. You can use the tracking number to track the petitions as they make their way to the appropriate County Voter Registration Office.

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
 \$

Extra Services & Fees (check box, add fee as appropriate)

<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postage
 \$

Total Postage and Fees
 \$

Sent To
 County Voter Registration Office
 Street and Apt. No., or PO Box No.
 Address
 City, State ZIP

7018 0680 0000 3643 0749

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions