

**National Officials:**

**President: Barack H. Obama [D]**  
The White House, 1600 Pennsylvania Avenue Washington, DC 20500  
(202) 456-1414  
4-year term expires: January 2013

**Vice-President: Joseph R. Biden, Jr. [D]**  
The White House, 1600 Pennsylvania Avenue Washington, DC 20500  
(202) 456-1414  
4-year term expires: January 2013

**U.S. Senator: Mark Warner [D]**  
459 A Russell Senate Office Bldg, Washington, DC 20510  
(202) 224-2023  
6-year term expires: January 2015

**U.S. Senator: James H. "Jim" Webb [D]**  
**Interim Address**  
248 Russell Senate Office Bldg, Washington, DC 20510  
(202) 224-4024  
6-year term expires: January 2013

**U.S. Representative 6<sup>th</sup> District: Robert W. Goodlatte [R]**  
2240 Rayburn House Office Bldg, Washington, DC 20515  
(202) 225-5431  
10 Franklin Road, SE, Suite 540, Roanoke, VA 24011  
(540) 857-2672  
2-year term expires: January 2013

U.S. Government web site:  
[www.whitehouse.gov](http://www.whitehouse.gov)

**State Officials**

**Governor: Robert F. "Bob" McDonnell [R]**  
3<sup>rd</sup> Floor, Patrick Henry Bldg,  
Mailing: P.O. Box 1475, Richmond, VA 23219  
(804) 786-2211  
4-year term expires: January 2014

**Lieutenant Governor: William T. "Bill" Bolling [R]**  
Oliver Hill Bldg.  
Mailing: P.O. Box 1195, Richmond, VA 23219  
(804) 786-2078  
4-year term expires: January 2014

**Attorney General: Ken T. Cuccinelli, II [R]**  
900 East Main Street, Sixth Floor Richmond, VA 23219  
(804) 786-2071  
4-year term expires: January 2014

**State Senator 19<sup>th</sup> District: Ralph K. Smith [R]**  
General Assembly Bldg., Room 319, Richmond, VA 23219  
(804) 698-7519  
P.O. Box 91 Roanoke, VA 24002  
(540) 982-3538  
4-year term expires: January 2016

**State Delegate 8<sup>th</sup> District: Gregory D. Habeeb [R]**  
General Assembly Building, Room 713, Richmond, VA 23219  
(804) 698-1008  
P.O. Box 882, Salem, VA 24153  
(540) 915-2962  
2-year term expires: January 2014

Commonwealth of Virginia web site:  
[www.state.va.us](http://www.state.va.us)

**City of Salem Officials:**

**Members of City Council:** Elected for a 4-year term (terms staggered). Council meets on second and fourth Monday of each month at 7:30 PM in City Council Chambers, first floor of City Hall, 114 North Broad Street. Mailing address: PO Box 869, Salem, VA 24153

- \*Mayor:** **Byron R. Foley**  
(540) 819-6377  
Term expires: 6-30-2014  
Mayor term expires: 6-30-2012
- \*Vice-Mayor:** **John Givens**  
(540) 389-9373  
Term expires: 6-30-2014  
Vice-Mayor term expires: 6-30-2012
- Jane W. Johnson**  
(540) 389-4783  
Term expires: 6-30-2012
- William D. "Bill" Jones**  
(540) 330-7737  
Term expires: 6-30-2012
- Lisa D. Garst**  
(540) 375-0923  
Term expires: 6-30-2012

\*Mayor and Vice-Mayor elected every two years by City Council

- City Manager:** **Kevin Boggess**  
(540) 375-3016
- City Attorney:** **Stephen Yost**  
(540) 389-2349
- Clerk of Circuit Court:** **G. Chance Crawford**  
(540) 375-3067  
8-year term expires: 12-31-2019

**Serving 4-year terms expiring 12-31-2013:**

- Commonwealth Attorney:** **Thomas E. Bowers**  
(540) 375-3041
- Commissioner of Revenue:** **Linda M. Carroll**  
(540) 375-3019
- Sheriff:** **Eric A. Atkins**  
(540) 375-3040
- Treasurer:** **Bonnie McCormack**  
(540) 375-3024

**City of Salem web site:**  
[www.salemva.gov](http://www.salemva.gov)

## VOTING INFORMATION

### Registering to Vote:

***Who may register to vote in Virginia?*** Any citizen of the United States whose home is in Virginia and who will be at least 18 years old by the next general election, is not a convicted felon or is not adjudicated mentally incompetent, may register to vote.

***When may I register?*** Year round, except during the 21 days before a general or primary election or the 14 days before a special election.

***Where may I register?*** In person before any registrar in Virginia, either in the registrar's office or at special registration sites. You may also register by mail. Forms are available at the Division of Motor Vehicles, Libraries, Post Offices, and other Government agency offices.

***How much does it cost?*** Voter registration is free.

***Do I need special information to register?*** You must furnish your full legal name, home address, and date of birth, social security number, and any previous place of registration. You must give this information under oath.

***Do I have to register by party affiliation?*** No. The Commonwealth of Virginia does not have registration by party.

### Salem City Schools

510 South College Avenue Salem, VA 24153  
(540) 389-0130 Fax: (540) 389-4135  
Superintendent: Dr. Alan Seibert

School Board meets the second Tuesday of each month in the School Board Office at 7:00 PM. The Salem City Council appoints School Board members for 3-year terms:

**Chairman:** Sarah "Sally" Southard (540) 389-5757  
Term expires: 12-31-2013

**Vice-Chairman:** Cynthia Neathawk (540) 389-0018  
Term expires: 12-31-2012

**Artice Ledbetter** (540) 389-0130  
Term expires: 12-31-2013

**David Preston** (540) 389-0130  
Term expires: 12-31-2014

**Michael Chiglinsky** (540) 772-0690  
Term expires: 12-31-2012

Web site:  
[www.salem.k12.va.us](http://www.salem.k12.va.us)

### Planning Commission

Planning commission meets the Wednesday after the first Council meeting of the month in Council Chambers at 7:00 PM.

**Chairman:** Terrance D. Murphy (540) 387-3366

**Vice-Chairman:** Vicki G. Daulton (540) 375-3016

### **Staying Eligible to Vote:**

***Do I have to register for each election?*** No. As long as you do not move you are qualified for Federal, State and Local elections, including Primary and Special elections. If you are unsure of your status as a registered voter, contact the registrar in your locality.

***What must I do if, after registering I move to another city or county within Virginia?*** You must fill out a new application and send it to the registrar of the new locality in which you now reside.

***What should I do if I have changed my name or my local address since the last election?*** As long as you stay in the same locality, you must inform your county or city registrar in writing or in person of the changes.

### **Voting on Election Day:**

***Where will I vote?*** The registrar will send you a voter registration card with the name of the precinct and the location of its polling place. You must always vote in the precinct where you live.

***When are the polls open?*** The polls will open at 6:00 AM and close at 7:00 PM. If you are in line when the polls close, you may still vote.

***When do general elections take place?*** General elections are held on the Tuesday following the first Monday in November. Elections for city offices are held on the first Tuesday in May.

***What is a primary?*** The Democratic and Republican parties may nominate their candidates by either a primary election or

by convention or mass meeting. If the party asks for a primary election for the November election, it will be held on the second Tuesday in June. A primary called for the May general election will be held on the first Tuesday in March.

***Can anyone vote in a primary election?*** If you are a registered voter, you may vote in any primary election. However, if a primary is held for both parties in the same election district, you must choose in which party primary you wish to vote. You may vote in only one primary.

***What if I moved within the 21 days the books are closed?***

You are eligible to return to your old precinct and vote. You must change your address at that time to be eligible for future elections. If you move out of the Commonwealth, you will not be allowed to vote except in Federal elections for President and Vice President only.

### **Voting Absentee:**

***Who may vote absentee?*** Any registered voter who expects to be out of the county or city on Election Day, is confined (other than a convicted felon) to a penal institution, or cannot go to the polls because of a physical illness or physical disability or cannot go to the polls because you are responsible for the care of a sick or disabled family member who is unable to leave home, you may vote by absentee ballot.

***How do I apply for an absentee ballot?*** You may request, by phone or in person, as early as 12 months before an election, an application for an absentee ballot from any registrar's office. If applying by mail, the application must be received by Thursday before the upcoming election. The application for an absentee ballot can be faxed to the registrar's office.

***How can I vote an absentee ballot?*** Once you have received your absentee ballot, follow the instructions enclosed with the ballot. Return it in the envelope provided by mail or in person. It must be received in time to be delivered by the board to the Absentee Precinct by 7:00 PM on Election Day. Also, you can vote an in-person absentee ballot at your registrar's office as soon as the ballots are ready and until 5:00 PM on the Saturday before the election.

***If I become hospitalized shortly before the election, can I vote?*** Yes, if you are hospitalized on or after the Thursday before an election. Or if you go to the hospital in the two weeks prior to an election and your condition prevents you from requesting an application sooner than the Thursday before the election. Call your registrar for an emergency absentee ballot before 2:00 PM on the Monday prior to the election. Choose someone who is at 18 years of age to deliver this application to you. Instructions for completion and deadline for return are provided with the application and ballot. If you have a business emergency, contact your registrar's office for an emergency business application.

**City of Salem Electoral Board**

**Katherin A. Elam, Chairman**  
(540) 387-1510

**Andrea E. Sexton, Vice-Chairman**  
(540) 389-1413

**Everette B. Obenshain, Jr., Secretary**  
(540) 344-9802

**State Board of Elections**

**1-800-552-9745**

**Web site:**

[www.sbe.state.va.us](http://www.sbe.state.va.us)

**Dana M. Oliver, Registrar**

19 E. Clay Street, PO Box 203

Salem, VA 24153-0203

(540) 375-3034 Fax: (540) 375-4052

E-mail: [doliver@salemva.gov](mailto:doliver@salemva.gov)

**VIRGINIA'S VOTER'  
RIGHTS AND RESPONSIBILITIES**

**As a Virginia Voter, you have the following rights:**

- √ ***To be treated with courtesy and respect by the election officials.***
- √ ***To be notified if your voter registration application has been accepted or denied.***
- √ ***To vote if you have registered at your current address at least 29 days before Election Day.***
- √ ***To seek help from the election officials if you are unsure about anything relating to the voting process.***
- √ ***To be given a demonstration of how the voting equipment works.***
- √ ***To have your paper ballot voided BEFORE IT IS CAST and be given a new one if you feel you have voted incorrectly. (This applies only if your polling place uses paper-style [punch card or optical scan] ballot.***

√ *To enter the full name of a write-in candidate if the candidate of your choice is not on the ballot (except in party primaries).*

√ *To have a ballot brought to your vehicle instead of entering the polling place if you are 65 years of age or older, or if you are disabled.*

√ *To have an officer of election or other person help you vote if you are physically disabled or unable to read or write. Blind voters may have any person assist them. Other voters may have anyone who is not their employer or union representative assist them.*

**NOTE:** *The officer of election or other person so designated who assists you in the preparation of your ballot shall do so in accordance with your instructions, without soliciting your vote or in any manner attempting to influence your vote, and shall not in any manner divulge or indicate, by signs or otherwise, how you voted on any office or question.*

√ *To vote even if you have no identification with you at the polling place. You must sign the “Affirmation of Identity” statement before voting if you have no ID.*

*Exception: Voters who registered by mail on or after January 1, 2003, did not mail in a copy of their ID at that time, and fail to show one of the federally-required forms of ID when voting for the first time in a federal election must vote by Conditional Ballot. They may not use the “Affirmation of Identity” statement.*

√ *To vote a Conditional Ballot if your status as a qualified voter is in question, and to be present when the Electoral Board meets to determine if your ballot will be counted. See Conditional Ballots” below.*

√ *To bring your minor child (age 15 or younger) into the voting booth with you to observe you vote.*

√ *To vote if you are in line by 7:00 PM when the polls close.*

√ *To cast an absentee ballot if you are qualified to vote absentee.*

√ *To register to vote absentee in Virginia if you are a U.S. Citizen overseas and your last residence in the U.S. was in Virginia or you are a Virginia resident away in the military.*

√ *You cannot be denied the right to vote if you are eligible to do so.*

√ *Jurisdictions must not apply standards or practices which deny or abridge the right to vote on account of race, must not deny any individual the right to vote on account of errors of omissions in registration applications which are not material to determining whether such individual is qualified to vote, and must not apply different standards and procedures to voters in determining whether they are qualified to vote.*

#### **AS A VIRGINIA VOTER, YOU HAVE THE FOLLOWING RESPONSIBILITIES:**

▶ *To treat the election officials with courtesy and respect*

▶ *To keep your voter registration information up-to-date with your current address.*

▶ *To show your identification (ID) at the polls. If you do not have an ID with you at the polling place, you may still vote if you sign an “Affirmation of Identity” statement, depending on your registration status. See “Conditional Ballots” below.*

▶ *To request assistance if you do not know how to use the voting equipment or have other questions about the voting*

*process, or need assistance preparing your ballot because of a physical disability or inability to read or write.*

▶ *To check your ballot for correctness BEFORE casting it.*

▶ *To understand that once your ballot is cast, you CANNOT be given another ballot even if you think you voted incorrectly.*

▶ *To ask the election official to call the General Registrar's office BEFORE you leave the polling place if you have problems regarding your eligibility to vote or the casting of your ballot.*

#### **CONDITIONAL BALLOTS:**

*A Conditional (or "Provisional") Ballot is a paper ballot which is cast separately and sealed in a green envelope. An officer of election will assist the voter in completing the information on both sides of the envelope. The voter must provide the information requested and sign the Statement of Voter.*

*Conditional Ballots are not counted on Election Day. Your local Electoral Board will meet the day after the election to determine whether each conditional voter was qualified to vote.*

*The votes of qualified voters will then be counted and included in the results for your locality.*

*Conditional voters are allowed to be present when the Electoral Board meets to determine if their vote was valid. The election officials will tell each conditional voter when and where the Electoral Board will meet and provide a phone number to call to find out if their conditional ballot was counted.*

*Conditional Ballots are used:*

▶ *When the voter's name is not on the pollbook, the voter believes he is registered in that precinct, and the registrar's office cannot be reached to verify that the voter is registered.*

*NOTE: If a voter chooses to vote a Conditional Ballot because they are at a wrong polling place and are unable or unwilling to go to the correct polling place, their vote will not be counted.*

▶ *When a voter who registered by mail on or after January 1, 2003, and did not mail in a copy of their ID at that time, fails to show one of the federally-required forms of ID when voting for the first time in a federal election.*

▶ *When the normal voting hours are extended by court order.*

#### **ACTS OF ELECTION FRAUD AND MISREPRESENTATION**

▶ *No person may procure or submit materially false, fraudulent or fictitious voter registration applications.*

▶ *No person may submit false information as to name, address, citizenship or period of residence in a voting district for the purpose of establishing eligibility to register or vote in any election.*

▶ *No person may intentionally register at more than one address at the same time, or vote more than once in the same election.*

▶ *No person may carry the official ballot furnished by the officers of election further than the voting booth, and should*

*they decide not to vote after receiving the ballot, they shall immediately return the ballot to the officers.*

▶ *No person may procure cast or tabulate materially false, fraudulent or fictitious ballots in any election.*

▶ *No person may pay, offer to pay or accept payment for voting, registering to vote, withholding their vote, or voting for or against any candidate.*

▶ *No person may intimidate, threaten or coerce any other person: for registering or voting; for urging or aiding persons in registering or voting; for purposes of interfering or influencing how a person chooses to vote or not vote; or for the purposes of preventing a person from voting.*

▶ *No person may steal or willfully, fraudulently, or wrongfully tamper with any part of any ballot container, voting or registration equipment, records or documents, which are used in any way within the registration or election process.*

▶ *No persons may, by bribery, intimation, or other means in violation of the election laws, willfully hinder or prevent or attempt to hinder or prevent, the officers of election at any precinct from holding an election.*



**Note that the above statements are only a summary of U.S. and Virginia voting laws. They are not meant to amend or supplant those laws.**

**If you have any questions about your voter registration status or about elections in your locality, please contact your local registration office. The phone number can be found on internet at [www.sbe.state.va.us](http://www.sbe.state.va.us) under the Voter Registration Section, or in the blue Government pages of the phone book under “voter registration” for your locality.**

**If you feel your voting rights have been violated or that you may have witnessed an election law being broken, contact the State Board of Elections at 1-800-552-9745 or via email at [info@sbe.virginia.gov](mailto:info@sbe.virginia.gov).**

**REV. 1/2012**