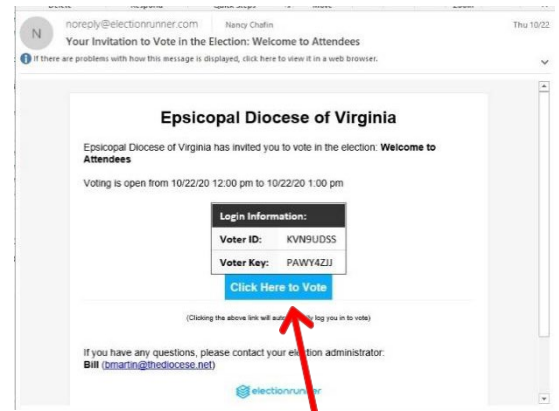




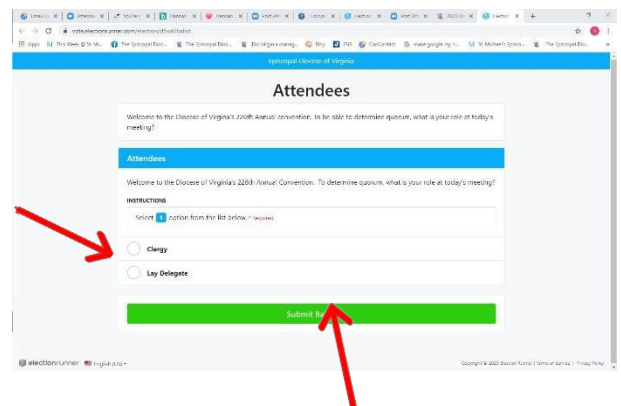
## How to Vote Using Election Runner

All election ballots will be sent to you via email. It is essential that you bring a device (smartphone, iPad, laptop, etc.) to access your email. At the beginning of the meeting, you will need to respond to a ballot to establish quorum. This step is essential to complete in order to receive all subsequent ballots.

Now open your email as you normally would. You will see an email from the Diocese of Virginia. Click on the email from the Diocese of Virginia. It will look like the image here. Click the blue button titled: “Click here to Vote.”



Once you click the button, a new window will automatically pop open. Now, click the circle next to your answer. Finally, click the green “submit” button.



After you click submit, a screen will pop up indicating you’ve successfully submitted your vote. It’s safe close out of this window and close your device.

