**NOTICE OF SPRING ELECTION**

**(insert name of city)**

**(insert date of spring election)**

**Election Details**

An election is to be held in the City of (insert name of city), on Tuesday, April (enter date of 1st Tuesday), (enter year). The following offices are to be elected to succeed the present incumbents listed:

Office Incumbent

Mayor (insert name)

City Clerk (insert name)

City Treasurer (insert name)

Alderperson, District (insert name)

Alderperson, District (insert name)

Municipal Judge (insert name)

**Office Terms**

The term for mayor and alderperson begins on Tuesday, April (enter date of 3rd Tuesday), (enter year). The term for all other offices begins on May 1, (enter year). All terms are for two years unless otherwise indicated.

**District Boundaries**

Information concerning aldermanic district boundaries may be obtained from (insert name and address of city clerk and any other source).

**For Candidates**

The first day to circulate nomination papers is December 1, (enter year), and the final day for filing nomination papers is 5:00 p.m., on Tuesday, (enter date of 1st Tuesday), (enter year), in the office of the city clerk.

**Primary Election**

If a primary is necessary, the primary will be held on Tuesday, February (enter date of 3rd Tuesday), (enter year).

**Additional Information**

Acceptable Photo ID will be required to vote at this election. If you do not have a photo ID you may obtain a free ID for voting from the Division of Motor Vehicles.

Done in the City of (insert name of city), on

(insert date of publication).

(Signature of City Clerk)

(**Note:** The Type A Notice is published by the municipal clerk on the 4th Tuesday of November preceding the spring election, when municipal candidates are to be elected §10.06(3)(a); at least 40 days preceding a special municipal primary and election\* §10.06(3)(f).)

\*If needed for a special election, modify the sample notice to indicate “Special Election” and reflect applicable dates.