**NOTICE OF SPRING ELECTION**

**(insert name of village)**

**(insert date of spring election)**

**Election Details**

An election will be held in the Village of (insert name of village), 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

 Village President (insert name)

 Village Trustee (insert name)

 Village Trustee (insert name)

 Village Trustee (insert name)

 Village Clerk (insert name)

 Village Treasurer (insert name)

 Village Assessor (insert name)

 Municipal Judge (insert name)

 Constable (insert name)

**Office Terms**

The term for village president and village trustee begins on 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.

**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, January (enter date of 1st Tuesday), (enter year) in the office of the village 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 Village of (insert name of village),

on (insert date of publication).

 (Signature of Village 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.