**NOTICE OF SPRING ELECTION**

**(insert name of town)**

**(insert date of spring election)**

**Election Details**

An election is to be held in the Town of (insert name of town), 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

Town Board Chairperson (insert name)

Town Board Supervisor, seat # if applicable (insert name)

Town Board Supervisor, seat # if applicable (insert name)

Town Clerk (insert name)

Town Treasurer (insert name)

Town Assessor (insert name)

Municipal Judge (insert name)

Constable (insert name)

**Office Terms**

The term for all offices is for two years beginning on Tuesday, April (enter date of 3rd Tuesday), (enter year) except for Town Assessor, whose term will begin on June 1, (enter year).

**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 town 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 Town of (insert name of town),

on (insert date).

(Signature of Town 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.