Acceptable Proof of Address Documents

New Berlin Resident Pricing

A resident is anyone who lives within the boundaries of the City of New Berlin. Any person residing outside these limits will be considered a non-resident and assessed a fee accordingly. Proof of residency will be required for persons 18 and older living in the household.

Acceptable Proof of Address Documents

- Driver's license, learner's permit or DMV-issued photo ID cards displaying the applicant's current address
- Payroll check stub issued by an employer within the last two months
- Voter registration card
- Certified copy of school records/transcript from a school in which the applicant is currently enrolled, issued by a school accredited by a U.S. state, jurisdiction, or territory (report cards are not accepted)
- Deed, mortgage, monthly mortgage statement, or residential rental/ lease agreement
- Internal Revenue Service tax reporting W-2 form or 1099 form (not more than 18 months old)
- Wisconsin income tax return from the previous year.
- Original monthly bank statement not more than two months old issued by a bank
- Utility bill, not more than two months old, issued to the applicant (examples include gas, electric, sewer, water, cable or phone bill). Cellular phone and pager bills are not accepted.
- Receipt for personal property taxes or real estate taxes paid within the last year
- Current automobile, life insurance, or student loan bill (cards or policies are not accepted)
- Driver's license, learner's permit or DMV-issued photo ID cards displaying the applicant's current address
- Current homeowners insurance policy or bill

Non-Resident Pricing

Non-resident program fees for instructional programs will be 50% more than the resident program rate, but not to exceed an additional $36. Non-resident Membership pricing is listed at https://newberlinwi.gov/1231/RecPASS--New-Berlin-Activity-and-Recreat . Nonresidents who register using false information will forfeit their right to participate in the activity or membership and no refund will be issued.