

**CITY OF NEW BERLIN OFFICIAL TYPE E NOTICE
VOTING BY ABSENTEE BALLOT
SPRING ELECTION – April 7, 2026**

Any qualified elector who is unable or unwilling to appear at the polling place on Election Day may request to vote an absentee ballot. A qualified elector is any U.S. citizen, who will be 18 years of age or older on Election Day, who has resided in the ward or municipality where he or she wishes to vote for at least **28 consecutive days** before the election. The elector must also be registered in order to receive an absentee ballot. Proof of identification (acceptable photo ID) must be provided before an absentee ballot may be issued if not previously provided. All requests for an absentee ballot must be made from the elector who is obtaining the ballot.

MAKING APPLICATION TO RECEIVE AN ABSENTEE BALLOT BY MAIL

Please visit the *MyVote Wisconsin* website at www.MyVote.wi.gov to request an absentee ballot by mail. You will be asked to upload an acceptable photo ID the first time you request a ballot.

The deadline for making an application to receive an absentee by mail is 5:00 pm CST on the fifth day before the election, Thursday, April 2, 2026.

Note: Special absentee voting application provisions apply to electors who are indefinitely confined to home or a care facility, in the military, hospitalized, or serving as a sequestered juror. If this applies to you, contact the municipal clerk regarding deadlines for requesting and submitting an absentee ballot.

You may also make a request for an absentee ballot in writing.

If you would like to complete this request by paper, you can fill out an EL-121 Application for Absentee Ballot. You may also submit a written request in the form of a letter and mail it to the municipal clerk. Your written request must list your voting address within the municipality where you wish to vote, the address where the absentee ballot should be sent, if different, a photocopy of an acceptable form of photo identification and your signature. You may make application to your municipal clerk for an absentee ballot in person, by mail, by fax, by email or at www.MyVote.wi.gov.

VOTING AN ABSENTEE BALLOT IN PERSON

You may also personally appear at the office of the Municipal Clerk during the dates listed below to vote an absentee ballot. Please remember to have your photo ID ready to present.

Absentee voting will take place at the Clerk's Office on March 24th through March 27th from 8AM to 4:30PM. Absentee voting will continue at the Clerk's Office on March 30th through April 2nd from 8AM to 4:30PM and April 3rd from 8AM to 5:00PM. Note: If you are already in line when the office closes, you may remain in line to receive your ballot.

No in-person absentee voting may occur on the day before the Election.

If you have any questions concerning an absentee ballot, please contact the municipal clerk:

**Rubina R. Medina, City Clerk
City of New Berlin
3805 S. Casper Drive, New Berlin, WI 53151
Phone: (262) 786-8610
Email: ClerksOffice@NewBerlinwi.gov
Regular hours: 8:00 am – 4:30 pm**

The municipal clerk will deliver voted ballots returned on or before Election Day to the live Polling locations before the polls close. Any ballots received after the polls close (8:00 pm CST) on Election Day will not be counted.

Type E Notice Published this 10th day of March 2026
Rubina R Medina, City Clerk