

## NOTICE OF VOTING BY ABSENTEE BALLOT

**Green County: City of Brodhead, Town of Decatur, Town of Spring Grove, Town of Albany, Village of Albany**

**Rock County: City of Brodhead, Town of Avon, Town of Spring Valley, Town of Magnolia**

Any qualified elector who is unable or unwilling to appear at the polling place on Election Day may submit a request to vote an absentee ballot to their municipal clerk. A qualified elector is any U.S. citizen who:

- will be 18 years of age or older on Election Day.
- has resided in the ward or municipality where they wish to vote for at least 28 consecutive days before the election.

The elector must also be registered to vote to receive an absentee ballot. Proof of identification must be provided before an absentee ballot may be issued\*.

### **Making application to receive an absentee ballot by mail**

Contact your municipal clerk and request that an application for an absentee ballot be sent to you for the primary or election or both. You may make written application to your municipal clerk for an absentee ballot by mail, by fax, by email or at MyVote.wi.gov. Or you may apply in person at the clerk's office during the In-Person Absentee Voting period listed below.

Your written request must include:

1. your voting address within the municipality where you wish to vote
2. the address where the absentee ballot should be sent, if different from the address above
3. your signature
4. a copy of your photo identification\*

### **The deadline for making application to receive an absentee ballot by mail is:**

5:00 p.m. on the fifth day before the election, Thursday, March 27, 2025.

\*Voters who are indefinitely confined due to age, illness, infirmity, or disability may not be required to provide photo ID. If this applies to you, contact the municipal clerk regarding deadlines for requesting and submitting an absentee ballot.

\*\*Special absentee voting application provisions apply to electors who are indefinitely confined, 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.

### **Voting an absentee ballot in person**

You may also request and vote an absentee ballot in the clerk's office or other specified location during the days and hours specified for casting an absentee ballot in person.

- City of Brodhead, Kristin Covert, 1111 W 2<sup>nd</sup> Ave. PO Box 168, Brodhead, WI 53520  
(608)897-4018, **9:00 am – 3:30 pm By Appointment**
- Town of Albany, Deb Cline, N6065 Cty Rd E, Albany, WI 53502  
(608)558-4787, **By Appointment**
- Town of Spring Grove, Arlinda Faessler, N2475 Cty Road GG, Brodhead, WI 53520  
(608)897-4643, **By Appointment**
- Town of Decatur, Emma Brugger, 1408 14<sup>th</sup> St, PO Box 333, Brodhead, WI 53520  
(608)897-4965, Wednesdays **9:00 am – 1:00 pm or By Appointment Only**
- Village of Albany, Michelle Brewer, 206 North Water Street, Albany, WI 53502  
(608)862-3240, **8:00 am – 4:00 pm**
- Town of Avon, Stephanie Schwartzlow, 15444 W Skinner Rd, Brodhead, WI 53520

(608)921-3656, **By Appointment**

- Town of Magnolia, Graceann Toberman, 13343 W Cty Rd B, Brodhead, WI 53520  
(608)751-6743, **By Appointment**
- Town of Spring Valley, Dela Ends, 17310 Footville Brodhead Rd, Brodhead, WI 53520  
(608)897-4288, **By Appointment**

**The first day to vote an absentee ballot in the clerk's office is:  
Tuesday, March 18, 2025**

**The last day to vote an absentee ballot in the clerk's office is:  
Friday, March 28, 2025**

**(Note:** This may be no later than the Sunday before the election.)

No in-person absentee voting may occur on the day before the election. The municipal clerk will deliver voted ballots returned on or before Election Day to the proper polling place or counting location before the polls close on April 1, 2025. ***Any ballots received after the polls close will not be counted.***

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