

## **ABSENTEE/IN-PERSON EARLY VOTING INSTRUCTIONS**

- 1) Are you registered to vote? If yes, skip to #3 , if no, continue to #2
- 2) To register to vote you will need to complete the form at this [link](#). You will need to submit this form along with proof of residence (see page 2 of the form) to your local municipal clerk (ie, City of Kiel, Town of Meeme, Town of Schleswig, etc.). **You may also register to vote online at <https://myvote.wi.gov/en-us/>.**

If you are not sure who your clerk is there is a list below.

- 3) For absentee voting you have two options. You may choose to complete an in-person absentee ballot at your municipal clerk's office or other specified location, (for instance, if you are home for spring break from college at the end of March) or have a ballot sent to you via mail, fax or email. For in-person absentee voting instructions go to #4, for other forms of absentee voting instructions go to #5.
- 4) In-person absentee voting hours are set by your local clerk and may be held at somewhere other than the official polling place (ie for City of Kiel residents, early voting would be completed at City Hall rather than at the Community Center where voting is completed on election days). See the list below to determine when and where you may complete in-person absentee balloting in your municipality. You will need to show photo ID when completing an in-person absentee ballot.
- 5) Absentee ballots sent by mail, fax or email: To receive an absentee ballot by mail, fax or email, complete this [form](#) and return it to your municipal clerk. The list of clerks is below with more information on absentee balloting - note that some municipalities do not offer emailed and/or faxed ballots. If you are a registered voter, you can also request an absentee ballot at <https://myvote.wi.gov/en-us/>. Requests for an absentee ballot must be received by your municipal clerk by the Thursday before the election (March 29th in this case). All absentee ballots need to be returned via mail - the USPS recommends ballots be returned by one week prior to the election in order to arrive on time. For further instructions regarding absentee balloting, click [here](#). If you have not voted via absentee ballot previously, you will need to include a copy of a form of photo ID when requesting the absentee ballot - see application for a list of acceptable forms of photo IDs. Absentee ballots must be returned by the close of the polls on Election Day - 8:00 pm on April 3, 2018, in this case, in order to be counted.

## **KIEL AREA SCHOOL DISTRICT VOTING MUNICIPALITIES**

**Town of Centerville** - Stacy Orth, Elections Clerk

[dccenterville@tds.net](mailto:dccenterville@tds.net)

In-person absentee voting by appointment only from Monday, March 12, 2018 through Friday, March 30, 2018. Ballots are not available via fax from the Town of Centerville.

**Town of Eaton** - Paulette Vogt, Clerk

[townofeaton@yahoo.com](mailto:townofeaton@yahoo.com)

**Town of Herman** - Kathy Koeser, Clerk

[clerk@townherman.com](mailto:clerk@townherman.com)

**City of Kiel** - Jamie Aulik, City Administrator - [admin@ci.kiel.wi.us](mailto:admin@ci.kiel.wi.us)

Janelle Moritz, Deputy Clerk - [janelle@ci.kiel.wi.us](mailto:janelle@ci.kiel.wi.us)

In-person absentee voting Monday through Friday 7:30 am - 4:30 pm

From Monday, March 12, 2018 through Friday, March 30, 2018

At Kiel City Hall, 621 Sixth Street, Kiel, WI 53042

Phone - 894-2909

**Town of Liberty** - Pam Peterson, Clerk

[liberty@lakefield.net](mailto:liberty@lakefield.net)

In-person absentee voting by appointment only from Tuesday, March 13, 2018 through Friday, March 30, 2018. Call 920-758-3707 to set up an appointment.

**Town of Meeme** - Grace Salm, Clerk

[meeme@tds.net](mailto:meeme@tds.net)

In-person absentee voting by appointment only from Tuesday, March 13, 2018 through Friday, March 30, 2018. Call 920-693-3441 or email [meeme@tds.net](mailto:meeme@tds.net) to set up an appointment.

**Town of New Holstein** - Cheryl Heller, Clerk

[townclerkheller@gmail.com](mailto:townclerkheller@gmail.com)

In-person absentee voting by appointment only from Tuesday, March 13, 2018, through Thursday, March 29, 2018. Call 920-898-5538 to set up an appointment. The Town of New Holstein does not email ballots except to military and permanent overseas voters.

**Town of Rhine** - Lexann Hoogstra, Clerk

[clerk@townrhine.com](mailto:clerk@townrhine.com)

In-person absentee voting available on March 20, 22, 27 & 29, 2018 from 11:30 am - 4:30 pm

At Rhine Town Hall, W5250 Cty FF, Elkhart Lake, WI 53020

Ballots are not available via fax from the Town of Rhine

**Town of Russell** - Colleen Schnell, Clerk

[townclerkschnell@gmail.com](mailto:townclerkschnell@gmail.com)

In-person absentee voting is not offered in the Town of Russell, nor are ballots available via fax

**Town of Schleswig** - Debra Hoepfner, Clerk

[townofschleswig@yahoo.com](mailto:townofschleswig@yahoo.com)

In-person absentee voting by appointment only from Tuesday, March 13, 2018 through Friday, March 30, 2018.