



STATE OF WISCONSIN
DEPARTMENT OF ADMINISTRATION

Tony Evers, Governor
Kathy Blumenfeld, Secretary

December 16, 2024

KEEP THIS DOCUMENT FOR YOUR RECORDS

Beaver Dam Daily Citizen
Nicole Muscari
1901 Fish Hatchery Rd
PO Box 8056
Madison, WI 53713-1248

2025 Certification of Legal Notice Rates for Newspapers

This letter certifies that the newspaper listed above may collect a fee for publishing legal notices required by Wisconsin law. Certification requirements are reviewed and legal are updated annually pursuant Chapter 10 ELECTION DATES AND NOTICES and 985 PUBLICATION OF LEGAL NOTICES; PUBLIC NEWSPAPERS; FEES of the Wisconsin Statutes.

- Part One lists information currently on file about this newspaper
Part Two addresses general legal/public notices
Part Three covers election facsimile ballots
Part Four contains general information about the certification process

Effective Dates

Unless otherwise updated and amended, this certification letter governs notices published on:
January 1, 2025 through December 31, 2025.

The information below will determine the rates/fee for this newspaper and is published on the Internet. Contact the Department of Administration IMMEDIATELY with changes to any of the information listed in this document:

Circulation: 7,863 Telephone: (608) 282-6200
Circulation Adjust: 0% Fax: (608) 252-3550
Day(s) Published: Tu Th Sa E-Mail: dc-legals@madison.com
County: Dane Parent Co.: Lee Enterprises / River Valley Media Group
Place of Publication: Madison, WI
Areas Covered: Beaver Dam, Brandon, Burnett, Cambria, Columbus, Fall River, Fond Du Lac, Fox Lake, Friesland, Horicon, Hustisford, Iron Ridge, Juneau, Lomira, Lowell, Markesan, Mayville, Oshkosh, Pardeeville, Randolph, Reeseville, Sun Prairie, Theresa, Waupun

Insertion Rates

Your newspaper is certified for the fonts and column widths in the following list. Use the corresponding adjusted line rates to calculate fees.

Table with 7 columns: Font(s), Point Size, Alphabet Length, Column Width, Font Base, ADJUSTED RATES (First Insert, Subsq. Insert). Rows list various Arial font sizes and column widths with corresponding rates.

2021-22 Wisconsin Statutes updated through 2023 Wis. Act 272 and through all Supreme Court and Controlled Substances Board Orders filed before and in effect on November 8, 2024. Published and certified under s. 35.18. Changes effective after November 8, 2024, are designated by NOTES. (Published 11-8-24)

Arial	7	90	9.40	0.7187	0.7187	0.5677
Arial	7	90	19.40	1.4833	1.4833	1.1717
Arial	7	90	29.40	2.2479	2.2479	1.7756
Arial	7	90	39.40	3.0125	3.0125	2.3796
Arial	7	90	49.40	3.7772	3.7772	2.9836
Arial	7	90	59.40	4.5418	4.5418	3.5875
Arial	9	114	9.40	0.5674	0.5674	0.4482
Arial	9	114	19.40	1.1711	1.1711	0.9250
Arial	9	114	29.40	1.7747	1.7747	1.4018
Arial	9	114	39.40	2.3783	2.3783	1.8786
Arial	9	114	49.40	2.9820	2.9820	2.3554
Arial	9	114	59.40	3.5856	3.5856	2.8323
Arial Bold	6	84	9.40	0.7701	0.7701	0.6083
Arial Bold	6	84	19.40	1.5893	1.5893	1.2554
Arial Bold	6	84	29.40	2.4085	2.4085	1.9025
Arial Bold	6	84	39.40	3.2277	3.2277	2.5496
Arial Bold	6	84	49.40	4.0470	4.0470	3.1967
Arial Bold	6	84	59.40	4.8662	4.8662	3.8438
Arial Bold	7	98	9.40	0.6601	0.6601	0.5214
Arial Bold	7	98	19.40	1.3622	1.3622	1.0760
Arial Bold	7	98	29.40	2.0644	2.0644	1.6307
Arial Bold	7	98	39.40	2.7666	2.7666	2.1853
Arial Bold	7	98	49.40	3.4688	3.4688	2.7400
Arial Bold	7	98	59.40	4.1710	4.1710	3.2947
Arial Bold	9	126	9.40	0.5134	0.5134	0.4055
Arial Bold	9	126	19.40	1.0595	1.0595	0.8369
Arial Bold	9	126	29.40	1.6057	1.6057	1.2683
Arial Bold	9	126	39.40	2.1518	2.1518	1.6997
Arial Bold	9	126	49.40	2.6980	2.6980	2.1311
Arial Bold	9	126	59.40	3.2441	3.2441	2.5625

## Ballots

Fees for publishing ballots are calculated by area. The fee is charged as if the area occupied by the ballot were set in the standard line described in s. 985.08 (2)(a), Wis. Stats.

“All legal notices shall be in Arial type face. A standard line shall be 6-point Arial on a 6-point leading without spacing between the lines, and 11 picas in length. One inch equals 6 postscript pica and 72 postscript points. Nonstandard line lengths shall be allowed with adjustments in fees according to variations in line length.”

To calculate ballot rates use the current statute standard line rate of **\$0.9462** first insert and **\$0.7474** subsequent insertion, multiplying by 12 lines per inch, then dividing by 11 picas per column and applying the newspaper’s circulation adjustment.

Use the following worksheet to calculate fees for ballots:

- a) Measure the width of the ballot in picas (1 inch = 6 picas = 72 points): (a) \_\_\_\_\_
- b) Measure the height (single column) of the ballot in inches: (b) \_\_\_\_\_
- c) Multiply line (a) times line (b) equals: (c) \_\_\_\_\_
- d) Enter the appropriate adjusted facsimile ballot rate from the table below: (d) \$ \_\_\_\_\_

Range	Circulation Adjustment	Ballot Rate per line
<b>First Insert:</b>	<b>\$0.9462</b>	
8,000 or less	0%	\$0.9462
8,001-12,000	15%	\$1.1010
12,001-16,000	30%	\$1.2559
16,001-20,000	45%	\$1.4107
20,001-24,000	60%	\$1.5655
24,001 and up	75%	\$1.7204
<b>Subsequent Insert:</b>	<b>\$0.7474</b>	
8,000 or less	0%	\$0.7474
8,001-12,000	15%	\$0.8697
12,001-16,000	30%	\$0.9920
16,001-20,000	45%	\$1.1143
20,001-24,000	60%	\$1.2366
24,001 and up	75%	\$1.3589

e) Multiply line (c) times line (d) = TOTAL \$ \_\_\_\_\_

Sample Ballots shall be published per the copy furnished by the county and municipal clerks. Introductory and descriptive text includes material which accompanies the ballot, but which in itself is not part of the actual ballot. Fees for such are not calculated as facsimile ballots. Unless directed otherwise by the election official, this material should be published using the appropriate legal notice font and line rate from this certification.

s. 5.94 "Sample ballots; publication. When an electronic voting system employing a ballot that is distributed to electors is used, the county and municipal clerk of the county and municipality in which the polling place designated for use of the system is located shall cause to be published, in the type B notices, a true actual-size copy of the ballot containing the names of offices and candidates and statements of measures to be voted on, as nearly as possible, in the form in which they will appear on the official ballot on election day. The notice may be published as a newspaper insert. Municipal clerks may post the notice if the remainder of the type B notice is posted."

**SIZE:** Election ballots may **not** be enlarged. If appropriate to provide a proper fit for a newspaper's standard column width, ballots may be reduced in size photographically. If reduced, the fee calculations are based on the area covered by the ballot as published, i.e., after it is reduced.

Chapter 10 of the Wisconsin Statutes provides the information necessary to publish election ballots in newspapers.

**OPTICAL SCAN BALLOTS:** These were developed after the requirements of Chapter 985 Wisconsin Statutes were established. Responsibility for readability lies with the county or municipality placing the notice.

**MEASUREMENTS:** For purposes of this certification, 1 inch = 6 picas = 72 points.

**RATES:** Wisconsin Statutes establish the standard line rate for publication of legal notices and the annual adjustment procedure. The rates for each newspaper are calculated by adjusting for the font alphabet length, the newspaper's column width(s) and total paid circulation. (Please refer to s. 985.08(2)(a), Wis. Stats.)

**INSERTION:** Use first insert rates to calculate fees for the first date a notice or ballot is published. First insert rates include an allowance for preparatory work by the publisher. Use subsequent insert rates for repeat publications of the same notice or ballot, i.e., when no additional preparation is needed.

**COPY:** When electronic copy for the entire legal notice or substantial areas thereof is provided, eliminating typesetting, enlargements or reductions, or other changes by the newspaper, the maximum rate is the same as the maximum rate established under sub.(1) for subsequent insertions. (Please refer to s. 985.08 (2)(b), Wis. Stats.)

**TEAR SHEETS:** Upon request, a tear sheet proof of a multiple insertion notice shall be mailed to the advertiser or the advertiser's attorney within 72 hours after the first insertion, and an additional charge of \$1 for such tear sheet proof may be made. (Please refer to s. 985.08 (8), Wis. Stats.)

**AFFIDAVITS:** The fee for an affidavit of publication shall be \$1.00 (Please refer to s. 985.12(4), Wis. Stats.)  
985.12(1) The affidavit of the editor, publisher, printer or proprietor of any newspaper, or of his or her foreman or principal clerk, of the publication of any legal notice, annexed to a copy of the notice clipped from the newspaper in **either hard copy or electronic format**, and specifying the date of each insertion, and the paper in which it was published, shall be received in all cases as presumptive evidence of the publication and of the facts stated therein.

**RENEWALS:** Annually updated legal notice rate certification to newspapers who meet the statutory requirements. Newspapers need to contact the State Bureau of Procurement for any changes in address, font size, column width or any of the items listed in this certification. (Please refer to s. 985.08(1), Wis. Stats.)

Newspapers must contact the Department of Administration for any changes in public notice contact personnel, address, font sizes, column width and/or any of the items listed in this certification.

If you have any questions about this certification, please email me at: [william2.goff@wisconsin.gov](mailto:william2.goff@wisconsin.gov) or you can call me at (608) 266-1002.

Sincerely,  
Bill Goff  
Newspaper Certification Program

Attachment  
Chapter 985