

# Projected 2026 Budget Mailer

## • IMPORTANT DATE INFORMATION •

February / March 2026						
Sun	Mon	Tues	Wed	Thu	Fri	Sat
22	23	24	25	26	27	28
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2026						
Sun	Mon	Tues	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May 2026						
Sun	Mon	Tues	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



### February 23-March 2

Submit your print request with your budget material intentions\* to the Erie 1 BOCES Print Shop.



### March 2-23

Begin gathering and planning your budget publication content within your district.



### March 23-27

Recommended time to submit all non-budget-related content to graphics.



### March 30-April 3

Recommended time to submit all draft budget-related content to graphics.



### April 6-14

Submit final budget numbers to graphics and be prepared for content proofing to occur.



### April 15-22

Final budget file submitted for Print (Includes your final sign off of the file with graphics).



### 10% April 23-28

10% Rush Fee will apply to all budget mailing materials submitted to Print (Includes your final sign off of the file with graphics).



### 20% April 29-May 1

20% Rush Fee will apply to all budget mailing materials submitted to Print (Includes your final sign off of the file with graphics).



### April 30

Ideal time for your district to connect with your Mail House/Post Office to ensure postage funds are sufficient in the district's account.



### May 4

Erie 1 BOCES Print Shop may not be able to accept signed off/submitted budget mailer work for printing. Please call for print availability and fee information.



### May 5

Ideal time for your Mail House/Post Office to have your printed budget materials so they can begin processing them for mail distribution.



### May 12

Ideal time for all mailed budget materials to be in the hands of voters. (This is, what we believe will be, the drop-dead postal date deadline per NYS for the 2026-27 Budget Vote).



### May 19

2026-27 Budget Vote.

## Key Recommendations

- Move Board Candidate Names and Profiles to your website, have newsletter state to "view website" instead and provide a QR Code that links to the webpage.
- Consider: "How many days does my mail house need to process the budget materials?" That answer may impact your district's timeline. Please adjust accordingly.

**Questions about your budget mailer? Visit [e1b.org/BudgetMailer](http://e1b.org/BudgetMailer) or Email [Print@e1b.org](mailto:Print@e1b.org)**

*\*For budget season: please submit print requests in advance of content, as it allows us to order supplies for printing.*

- All Print Requests should ideally have May 5 as the print deadline.
- Regardless of this requested paperwork due date, final/approved print files may still be subject to rush fees based on their actual submission/sign off with graphics date, as noted in the timeline.
- Note your Mail House/Post Office intentions on your print request.