# Filing Reminder:

## 2017 Financial Disclosure Statement to be Filed in 2018

Dear City Official,

You are receiving this letter because you are currently serving or have served at some point in 2017 or 2018 in a city elected office. Ohio law requires that all individuals serving for any amount of time in 2017 or 2018 in such positions file a calendar year 2017 financial disclosure statement.

The filing deadline is **TUESDAY, MAY 15, 2018**, unless you are filing for any of the following reasons:

If you were appointed to an unexpired term in 2018, you are required to file a 2017 financial disclosure statement within **fifteen** days of being sworn in.

**If you will also be a candidate in 2018 for the same office or any other elected office which would require you to file a calendar year 2017 financial disclosure statement and are certified to the ballot prior to May 15, 2018, you are required to file 30 days (20 days for write-in candidates) before the first primary, special, or general election when your name will appear on a ballot. If you are not certified to the ballot prior to May 15, 2018 the May 15, 2018 deadline applies.**

### ONLINE FILING AVAILABLE

You may file electronically through the Commission's website at https://disclosure.ethics.ohio.gov.

First time users will need to register for an account. A valid e-mail address is all that is required.

Filing electronically provides the following benefits:

- No postage costs
- Instant filing confirmation and the ability to save a time-stamped copy of your filed statement
- Payments can be made via credit card or electronic check (ACH)
- Import your responses from the prior year's statement*
- View previously filed statements at any time*
- Upload attachments (PDF format only)
- 24/7 availability, statements filed prior to midnight are time-stamped the same day
- Elect to receive annual filing reminders via e-mail

*Only applies to statements filed electronically

For those that wish to file by paper, blank 2017 financial disclosure statements are available on the Commission's website at http://ethics.ohio.gov.

If you have any questions regarding financial disclosure, please feel free to contact me at (614) 721-8670.

Regards,

Jen Boger
Financial Disclosure Coodinator