

FINANCIAL DISCLOSURE STATEMENT FILING INSTRUCTIONS FOR EXECUTIVE EMPLOYEES & CONSTITUTIONAL OFFICERS

STATEMENT DUE BY APRIL 15, 2025

1. GO TO WWW.MAINECAMPAIGNFINANCE.COM AND CLICK ON THE  BUTTON IN THE UPPER RIGHT-HAND CORNER OF THE SCREEN AND SIGN IN WITH YOUR USERNAME AND PASSWORD. ONCE LOGGED IN ENSURE YOU ARE ON THE CORRECT SITE BY CONFIRMING THE PURPLE ETHICS DISCLOSURE BANNER IS DIRECTLY BENEATH THE URL. IF THIS IS NOT PRESENT, YOU HAVE LOGGED IN WITH YOUR CAMPAIGN FINANCE CREDENTIALS.



2. CLICK "FILE STATEMENT" TO START YOUR REPORT

Immediate To Do - File Your Annual Statement

- Statements Due
Statement of Sources of Income for Legislators
FILE STATEMENT
- Update your statement if you have any substantial changes in the current year ?
FILE UPDATE STATEMENT
- File a final statement if your term as a legislator or constitutional officer is ending ?
FILE FINAL STATEMENT
- Filed Statements
Statement of Sources of Income for Legislators
Filed on: **VIEW**

3. CLICK HERE TO COPY YOUR DATA FROM THE PREVIOUS REPORT AND SAVE DATA ENTRY TIME!

File Statement

IMPORT YOUR INFORMATION FROM PREVIOUS YEAR **START A NEW STATEMENT**

Previous Statement: SOSOI for Legislators

4. CLICK THROUGH EACH SECTION TO ADD OR REMOVE DATA PERTINENT TO THIS REPORTING PERIOD.

Note – you must have a **GREEN** checkmark next to each section before you can file the report.

5. WHEN YOU HAVE FINISHED MAKING NECESSARY CHANGES, CLICK THE CERTIFICATION CHECK BOX AND THEN CLICK **FILE STATEMENT** TO GET A MESSAGE CONFIRMING YOUR SUBMISSION.

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2020 Statement of Sources of Income for Legislators
In Progress

PREVIEW FILE STATEMENT

Acknowledgement

I certify that I have examined this statement and to the best of my knowledge it is true, correct and complete.

FILE STATEMENT

Maine Legislator

Acknowledge and File Statement



You've successfully submitted your statement.

Thank you for filing your statement of sources of income. Please remember that if the sources of your income significantly change, you must file an update form within 30 days of that change. If you have any questions, please contact the Commission staff at (207) 287-4179.

PRINT COPY OF REPORT

GO TO DASHBOARD