

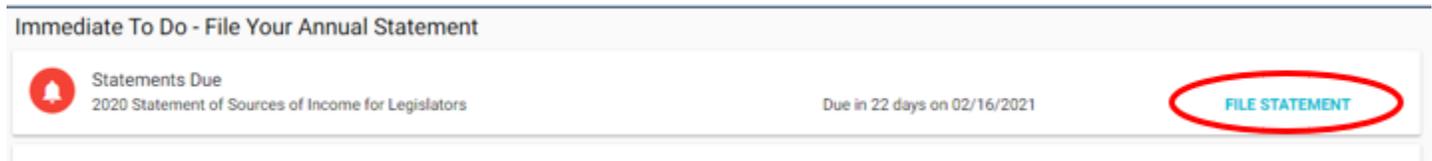
STATEMENT OF SOURCES OF INCOME (SOSOI) INSTRUCTIONS FOR LEGISLATIVE CANDIDATES

1. Go to WWW.MAINECAMPAIGNFINANCE.COM and click the  button in the upper right corner and sign in with the username and password for the SOSOI filing that has been sent to you from ethics@maine.gov; sometimes this email is filtered into junk or spam folders because it is autogenerated.

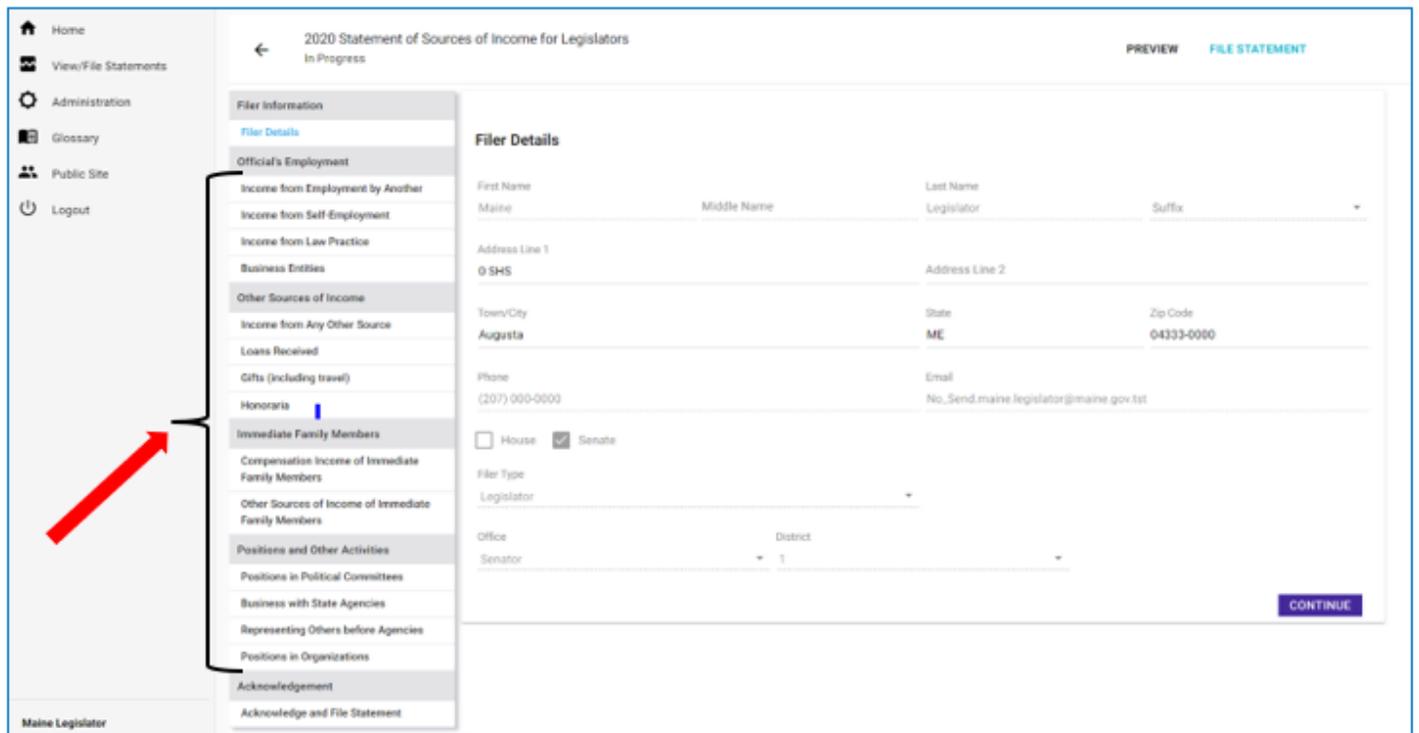
NOTE – These are different login credentials than the ones you uses to file campaign finance reports. The sites do appear similar, with the biggest distinction being the PURPLE banner – which is a good indicator that you’re in the right place to file your SOSOI!



2. When you login, you will see the page below. Click **FILE STATEMENT** to start your statement. Remember, you are filing a report for January 1st – December 31st of last year, not the current year. If you win the election, you will file a report that covers the current year next spring.



3. Click through each section and add information as it applies to you. Remember, you are required by law to include the information for your immediate family members who reside with you on this form including significant others, and children.



4. When you have finished completing the pages, you will notice a GREEN checked circle to the right of each section. The system will not allow you to proceed until you have taken action within each section. Once complete, click the CERTIFICATION check box, and then click FILE STATEMENT.

5. Upon clicking FILE STATEMENT, you will see the acknowledgement below that the SOSOI is filed and no further action is required.

Contact the Ethics Commission at 287-4179 or ethics@maine.gov with questions about how to file your SOSOI.