



Candidate Qualifying, Treasurer's Reports and Financial Disclosure Forms

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Sarasota County Supervisor of Elections





IMPORTANT 2014 QUALIFYING DATES

Monday, June 2

Qualifying paperwork accepted
(14-day period begins)

Friday, June 6

Resignations due
(10-day resign-to-run deadline)

**Noon, Monday, June 16
- Noon, Friday, June 20**

Qualifying Period
Governor and Cabinet, State Senator, State Representative, County Offices and Special Districts





DUTIES OF QUALIFYING OFFICER [F.S. 99.061]

- Performs “ministerial function”
- Reviews qualifying paperwork to determine if “properly filed”
- Accepts paperwork to be “complete on its face”
- Verifies documents pursuant to F.S. 92.525(1)
- May not determine whether contents of paperwork are accurate



RESIGN- TO-RUN [F.S. 99.012(3)(b)]

- Resignation due at least **10 days** prior to first day of qualifying
- Resignation must take effect no later than the earlier of the following dates:
 - The date the **officer would take office**, if elected; or
 - The date the officer's **successor is required to take office**
- If officer misses deadline, he or she may submit **resignation to take effect immediately** or prior to qualifying
- Resignation is **“irrevocable”**





RESIGN- TO-RUN [cont'd]

Elected officers must submit resignation to officer with whom he qualified with a copy to Governor and Department of State

Appointed officers must submit resignation to appointing authority with a copy to Governor and Department of State



CANDIDATE QUALIFYING DOCUMENTS

DS-DE 9 Designation of Campaign Treasurer and Campaign Depository

Candidate Oath Partisan
Non partisan
School Board
Judicial (already qualified)
Write-in

Form 6 Full and Public Disclosure of Financial Interests

or
Form 1 Statement of Financial Interests

Qualifying Fee Check Drawn on Campaign Account
Unless Qualifying by Petition or as a Write-in Candidate





CANDIDATE/PARTY OATH [F.S. 99.021 & 99.061]

The following must be included:

First and Last Name

Office Sought, including District, Circuit, Group or Seat Number*

***(must also be included on DS-DE 9)**

County of Voter Registration

Statement of Political Party

Signature & Notarization

Oath of Candidate - “Please print name as you wish it to appear on the ballot”

Name listed on oath may not be changed after the end of qualifying

Candidate oath form must be notarized





CANDIDATE/PARTY OATH [F.S. 99.021]

Statement of Party

“I am a member of the _____ Party; I have not been a registered member of any other political party for 365 days before the beginning of qualifying preceding the general election for which I seek to qualify; and I have paid the assessment levied against me, if any, as a candidate for said office by the executive committee of the political party, of which I am a member.”



FINANCIAL DISCLOSURE FORMS [F.S. 12.3144(2)]

Form 6 – Full & Public Disclosure of Financial Interests

County Judges, Clerks of Circuit Courts, Sheriffs, Tax Collectors, Property Appraisers, Supervisors of Elections, County Commissioners, elected Superintendents of Schools, members of District School Boards, Mayor and members of the Jacksonville City Council.

Form 1 – Statement of Financial Interests

Persons elected to office in any political subdivision (such as municipalities, counties, and special districts) and any person appointed to fill a vacancy in such office, unless required to file Form 6.

Candidate must file a signed, original with the qualifying officer

A copy is acceptable for an incumbent, if the candidate has previously filed an original with FL Commission on Ethics (Form 6) or SOE (Form 1)

Preparer must sign form (if form prepared by licensed CPA or attorney)



QUALIFYING OFFICER PORTAL [F.S.112.3144(2)]

“A person who is required, pursuant to s. 8, Art. II of the State Constitution, to file a full and public disclosure of financial interests and who has filed a full and public disclosure of financial interests for any calendar or fiscal year shall not be required to file a statement of financial interests pursuant to s. 112.3145(2) and (3) for the same year or for any part thereof notwithstanding any requirement of this part. **When a candidate has qualified for office, the qualifying officer shall forward an electronic copy of the full and public disclosure of financial interests to the commission no later than July 1.*** The electronic copy of the full and public disclosure of financial interests satisfies the annual disclosure requirement of this section. A candidate who does not qualify until after the annual full and public disclosure has been filed pursuant to this section shall file a copy of his or her disclosure with the officer before whom he or she qualifies.”

****If SB 846 (2014) becomes law, a qualifying officer will only be required to provide the FL Commission on Ethics with an electronic copy of a completed Form 6 for a candidate who is an “incumbent” or “a candidate for office [who] holds another office subject to the annual filing requirement”***



QUALIFYING FEES/CHECKS [F.S. 99.092(1)]

Partisan Offices 6% of Annual Salary (as of July 1, 2013)*

Nonpartisan Offices 4% of Annual Salary (as of July 1, 2013)*

Special Districts \$25 Fee

Must be paid by check drawn on campaign account

Except, special district candidates who may pay by personal check

*<http://edr.state.fl.us/Content/local-government/reports/finsal13.pdf>
(Office of Economic & Demographic Research)



DISBURSEMENT OF QUALIFYING FEES [F.S. 99.092(2)]

1% Election Assessment – forward to FL Elections Commission
3% Filing Fee + 2% Party Assessment – forward to state party executive committee

Partisan

1% Election Assessment – forward to FL Elections Commission
3% Filing Fee – deposit in general revenue fund of the county

**NPA Filing for
Partisan**

3% Filing Fee + 1% Election Assessment – forward to FL Elections Commission

**School
Board/Judicial**

\$25 Filing Fee - deposit in general revenue fund of the county

Special District



REPORTING QUALIFIED CANDIDATES TO DOE [F.S. 99.092(2)]

Use Electronic **DS-DE 80** system*

SOEs shall immediately submit list of candidates, after last day of qualifying (Sat, June 21)

List must contain **names, party affiliations, addresses, and office** for which qualified

*<https://soesecure.elections.myflorida/SOEAdminServices/>





CAMPAIGN TREASURER'S REPORTS [F.S. 106.07]

Filed Monthly

Due 10th day following the end of the calendar month

Due next business day if 10th day falls on weekends or holidays

Beginning on the 60th day before Primary

Bi-weekly on each Friday through the general election

Additional reports due on 25th and 11th days before primary and general elections





TERMINATION REPORTS [F.S. 106.141]

A termination report must be filed **within 90 days** of withdrawing as a candidate, becoming unopposed, elected, or eliminated

Any candidate who filed oath stating that he or she was unable to pay the fee for verification of petition signatures without imposing an undue burden shall **reimburse SOE for such waived signature verification fee**

Funds must be disposed of, but the account does not have to be closed





CALCULATION OF FINES [(F.S. 106.07(8)(b))]

SOE immediately notifies candidate or political committee chair of late report

Fine calculation starts the day after the report due date and includes weekends and holidays* *[DE Opinion 91-07]

No fine for late waiver of report





CALCULATION OF FINES [(F.S. 106.07(8)(b))]

Campaign Treasurer's Reports

\$50 per day for the first 3 days late, and thereafter, \$500 for each day late, not to exceed 25 percent of the total receipts or expenditures, whichever is greater, for the period covered by the late report

Reports Immediately Preceding Primary or General Election

\$500 per day for each late day, not to exceed 25 percent of the total receipts or expenditures, whichever is greater, for the period covered by the late report

Termination Report

\$50 per day for each late day, not to exceed 25 percent of the total receipts or expenditures, whichever is greater, for the period covered by the late report





PAYMENT OF FINES [(F.S. 106.07(8)(b))]

Candidates

Campaign funds may not be used to pay fines

Political Committees/ ECOs

Committee funds may be used, but are not required to be used, to pay fines

Fines collected are deposited in general revenue fund

Fine enforcement is not at the discretion of the SOE





Thank You! Questions?

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