

Notice to Candidate

Regarding Personal Financial Disclosure (PFD)/Financial Interest Statement Filing Requirement

Part One: Candidate Information

Candidate's Name: _____

Political Subdivision: _____

Office Sought: _____

Election Date: _____

Part Two: Filing Status (check one)

Candidate **must** file a PFD/Financial Interest Statement with the Missouri Ethics Commission (proceed to part 3)

A candidate must file a PFD/Financial Interest Statement if (only one must apply):

- The political subdivision has an annual operating budget over \$1 million and the subdivision does not have a conflict of interest ordinance on file with the MEC and the candidate is required to file pursuant to §§ 105.483—105.492, RSMo.; or
- The political subdivision has an annual operating budget over \$1 million and has a conflict of interest ordinance on file with the MEC that specifically requires a candidate running for this position to file; or the candidate (or their spouse, child(ren), parents, or a business in which they own a substantial interest) has had a business transaction with the political subdivision in excess of \$500 in the preceding 12 months; or
- The candidate is a new Associate Circuit Judge Candidate (Incumbent state judicial candidates file with the Supreme Court).

Candidate is **not** required to file a PFD/Financial Interest Statement (proceed to part 4)

A candidate is not required to file a PFD/Financial Interest Statement if (only one must apply):

- The political subdivision's annual operating budget is \$1 million or under; or
- The political subdivision's annual operating budget is over \$1 million and the subdivision has a conflict of interest ordinance on file with the MEC that does not require a candidate running for this position to file (note: if a candidate, their spouse, child(ren), parents, or a business in which they own a substantial interest has had a business transaction with the subdivision, candidate may still need to file); or
- The office sought by the candidate is political party committeeman or committee woman.

Part Three: Filing Deadlines and Penalties

- If the PFD/Financial Interest Statement is not filed by January 14, 2025 (14 days after the closing date of candidate filing for the election), candidate will be assessed a **\$10 per day late fee** for each day the report is late.
- If the PFD/Financial Interest Statement is not filed by January 21, 2025 (21 days after the closing date of candidate filing for the election), candidate will be **disqualified as a candidate** and their name will be removed from the ballot.

NOTE: If the political subdivision has a conflict of interest ordinance with the MEC:

1. *And if filing deadlines are not met, penalties (if any) are assessed by the political subdivision in accordance with its ordinance.*
2. *Candidate must also file a copy of their PFD/Financial Interest Statement with the governing body/subdivision*

Part Four: Acknowledgement (completed by candidate and witnessed by election official)

I, _____, hereby acknowledge the authority of the Missouri Ethics Commission, _____ (print name) or the political subdivision for which I am filing, in enforcing laws governing candidates for elected office in Missouri; and acknowledge that I have received:

Candidate
Initials

Notice to Candidate: written notice of candidate's obligation to file a PFD/Financial Interest Statement, including the consequences for failure to file on time; and

Candidate
Initials

The MEC's Guide to Ethics Law—A Plain English Summary: regarding laws governing candidates for elected office in Missouri.

Signature of candidate

Candidate's email address

Signature of election official (witness)

Date