FAST FACTS E-Filing your Form 700 with the FPPC Frequently Asked Questions



WHO FILES WITH THE FPPC:

• 87200 Filers

- CERTAIN MULTI-COUNTY FILERS
- Some State Officials

*SEE YOUR AGENCY'S CONFLICT OF INTEREST CODE FOR SPECIFIC INFORMATION

WHO DOESN'T FILE WITH THE FPPC:

- MOST 87300 FILERS
- Most State Employees
- LOCAL CITY/COUNTY AND
 BOARD EMPLOYEE

*SEE YOUR AGENCY'S CONFLICT OF INTEREST CODE FOR LIST OF SPECIFIC POSITIONS THAT MUST FILE

FILING A FORM 700:

Go to FPPC.ca.gov > File a Form 700 > Access Log On Page Here > Click Here to File Electronically. Or click <u>here</u>. If you have specific questions about reporting requirements, please contact us at <u>Advice@fppc.ca.gov</u> or 1-866-ASK-FPPC.

How to Log Into Your Account:

Go to FPPC.ca.gov > File a Form 700 > File Electronically > Click Here to File Electronically > Enter your ID and password.

HOW TO RESET YOUR PASSWORD AND RETRIEVE YOUR ID:

Go to eDisclosure login page > Click "Forgot Password" or "Forgot Login ID" > Follow steps to reset or retrieve your information.

FREQUENTLY ASKED QUESTIONS:

Q: My position title or agency name is incorrect or has recently changed. Can I edit my position on my next statement?

A: Only FPPC can do this. Please use the "Contact Us" section of eDisclosure and "Report an Issue" to request the change.

Q: How do I delete or add another page to a schedule I am currently working on?

A: When you need to delete a schedule select the schedule's tab > then select "Delete Section." If you need to add to the schedule, just "Add Sheet."

Q: Can I expand my Form 700 to include my city commission position as well as my councilmember position?

A: The FPPC can only accept expanded statements of which we are the filing officer. If you would like to send your already filed statement to your local jurisdiction, you can "Print with Blank Signature" and forward your newly signed copy to your local jurisdiction's filing officer(s).

Q: Once I file my statement, how do I print a copy for my records?

A: To print already filed statements log into your eDisclosure account> select "Previous Filings" > click "Print."

Q: Who do I contact if I have specific technical questions regarding the e-filing system?

A: Send your questions to: Form700@fppc.ca.gov.

Q: How do I file an amendment for a previously filed statement?

A: Log into your eDisclosure account, click: "Previous Filings" > select the statement you would like to amend > click "Amend" > Click to confirm you want to amend > select the schedule you would like to amend > Submit Amendment.