

## FINANCIAL DISCLOSURE NOTIFICATION APPOINTEES TO UNEXPIRED TERM IN ELECTIVE OFFICE

Because you have been appointed to an unexpired term in one of the following elective offices in 2025, you are required to file a financial disclosure statement for calendar year 2024 with the Ohio Ethics Commission\*:

- State elected office
- County elected office
- City elected office
- School district board of education  
(district with more than 12,000 students)
- ESC governing board member  
(ESC with more than 12,000 students)

**\*PLEASE NOTE:** All appointees to the Ohio General Assembly file with the Joint Legislative Ethics Committee and all judicial appointees file with the Ohio Board of Professional Conduct.

The financial disclosure statement is available on the Ohio Ethics Commission’s Web site at <https://ethics.ohio.gov/forms/> or you can file electronically at <https://disclosure.ethics.ohio.gov>. It is **your** responsibility to access, complete, and file the statement by the deadline that applies to you.

Please note that you will file a statement with our office every year you hold the position and the year after you leave.

By signing this form, you acknowledge that you received this notification and link to the financial disclosure statement on the Ohio Ethics Commission’s Web site.

Printed Appointee Name \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**DEADLINE INFORMATION FOR APPOINTEES TO ELECTIVE OFFICES:**

The statement is due **15 days after** you qualify for the office to which you have been appointed. You qualify for the office after you have been sworn in to the office. If the fifteenth day falls on a Saturday, Sunday, or state holiday, the statement is due on the following business day.

For example:

SWORN-IN DATE	FIFTEEN DAYS	FILING DEADLINE
Thursday, May 22, 2025	Friday, June 6, 2025	Friday, June 6, 2025
Friday, August 1, 2025	Saturday, August 16, 2025	Monday, August 18, 2025
Sunday, August 17, 2025	Monday, September 1, 2025	Tuesday, September 2, 2025 (Monday, September 1 is Labor Day, a state holiday)

If you have any questions about the disclosure filing requirement, please contact the Ohio Ethics Commission at (614) 466-7090.

BOARD OF ELECTIONS: Please retain the original of this form and provide a copy to the appointee.