

EasyVote User Guide



SALT LAKE COUNTY CLERK
ELECTION DIVISION

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Creating an EasyVote Account

Warning

Creating an EasyVote Account



WARNING: This booklet is intended to assist candidates in using the online portal, EasyVote, for filing financial disclosures.

If you have not already filed for candidacy, please note that creation of an account through EasyVote serves as notice to our office that you are a candidate as defined by Chapter 2.72A.101 of Salt Lake County Ordinance.

All candidates are subject to the campaign finance laws and deadlines as dictated by State Code and County Ordinance.


Registering

Creating an EasyVote Account

Go to [EasyVote](#).

Click on Register.

Easy Campaign Finance Portal

 Salt Lake County
Salt Lake City UT 84114
3854687400

[Home](#) [Search](#) [Register](#) [Login](#)

[Login](#)

Email Address

Password

[Forgot Password](#)

User Account Info

Creating an EasyVote Account

Select the matching name and contest for the Candidate you will be filing disclosures for.

If their correct name and contest are not listed, select [New Candidate].

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search Register Login

User Account Info

Candidate or Committee you represent

[Dropdown menu with list of candidates]

- Shane Brooks - Jordan School Board District 1
- Deondra Brown - Salt Lake County Council At-Large C
- Sandra Buendia - Salt Lake City School Board District 5
- Elisabeth Bunker - Salt Lake City School Board District 5
- Max Burdick - County Council District
- Connie Burgess - Granite School District
- Kelly Bush - Kearns Metro Township
- Chrystal Butterfield - Kearns Metro Township
- Michael Carey - County Council At-Large
- Stephen Cassity - Jordan School Board
- Kim Chandler - Granite School District
- Lannie Chapman - Salt Lake County Clerk
- Weston Clark - Salt Lake City School Board District 6
- Weston Clark - Salt Lake County Council District 4
- Sean Clayton - Copperton Metro Township
- Demo Clerk - _Clerk**
- Phil Conder - Salt Lake County Treasurer
- Jaren Cooper - Murray School Board
- Fred Cox - County Council District
- Tracey Creno - Salt Lake County Sheriff

Select a Position

[Dropdown menu]

Select a Candidate/Committee Type

[Dropdown menu]

Title

[Text input field]

Zip Code

[Text input field]

NEXT

User Account Info

Creating an EasyVote Account

Committee types:

- **Candidate:** Running for office this year.
- **Incumbent:** Running for re-election this year.
- **Officeholder:** Currently holds office and is not running for that office this year.
- **Campaign:** Someone who does not hold an office and is not running for office this year but is collecting donations or making expenditures.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search Register Login

User Account Info

Candidate or Committee you represent
[New Candidate]

Select a Position
Candidate

Select an Office
Salt Lake County Mayor

Select a Candidate/Committee Type
Campaign
-- select an option --
Candidate
Incumbent
Officeholder

First Name
[]

Last Name
[]

Address 1
[]

Address 2
[]

City
[]

State
[]

Zip Code
[]

Phone
[]

Email
[]

Next

User Account Info

Creating an EasyVote Account

Complete all fields marked with a red or green bar.

Select Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
3854687400

Home Search Register Login

User Account Info

Candidate or Committee you represent
[New Candidate]

Select a Position
Candidate

Select an Office
_Clerk

Select a Candidate/Committee Type
Candidate

First Name Jane **Last Name** Doe **Title**

Address 1
123 Main

Address 2

City SLC **State** Utah(UT) **Zip Code** 84113

Phone

Next

Login

Creating an EasyVote Account

Enter your email address and create a password.

Select Submit.

*For candidates, the email address should be the one provided to us on your declaration of candidacy.

Easy Campaign Finance Portal


Salt Lake County
Salt Lake City UT 84114
3854687400

Home Search Register Login

User Account Login Credentials

Email Address
candidate@campaign.com

Password **Confirm Password**

I'm not a robot  reCAPTCHA
Privacy - Terms

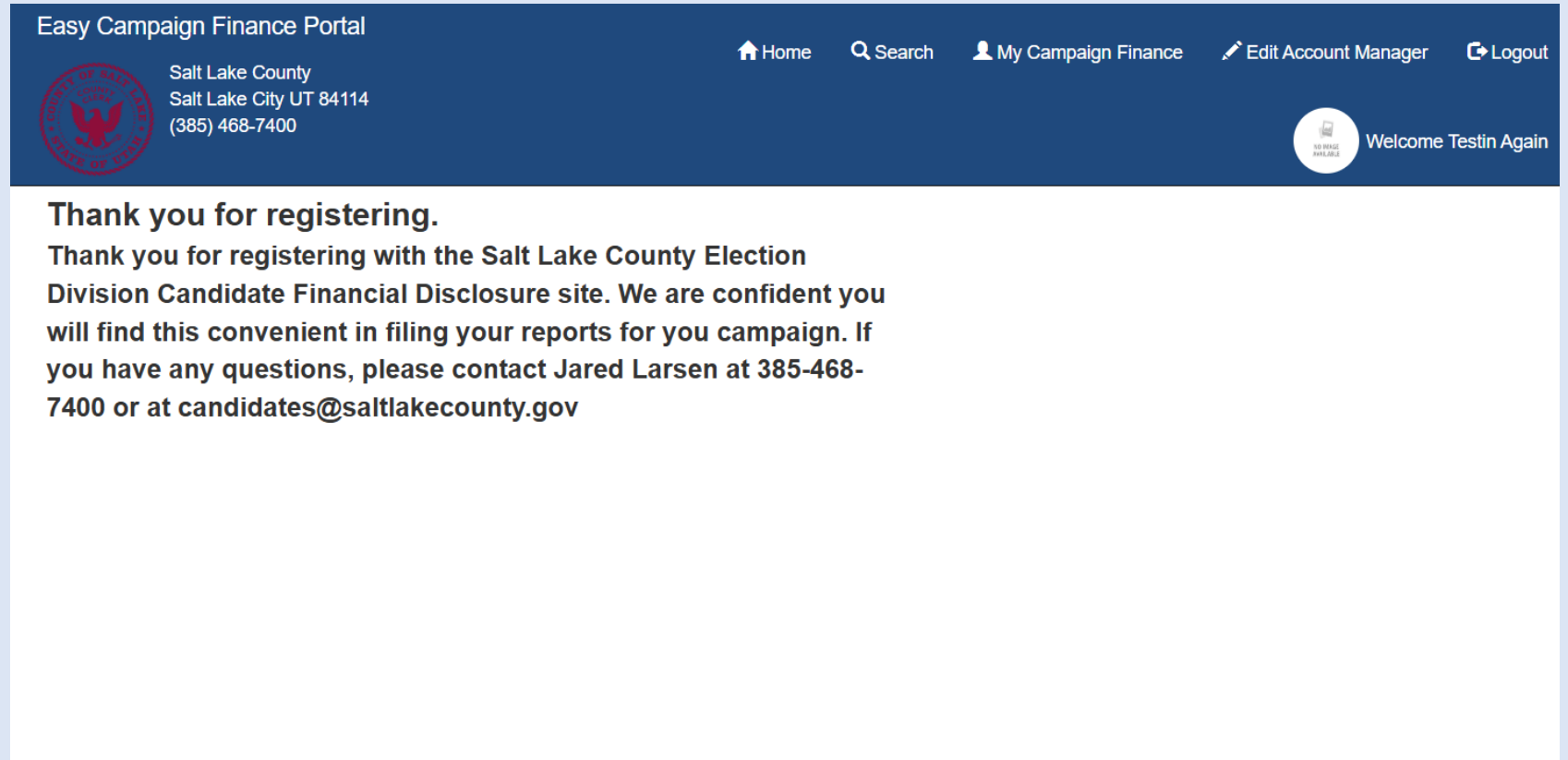
Back Submit

Review and Approval

Creating an EasyVote Account

The Election Division will review your account and accept your registration.

While registrations may be approved the same day, we reserve the right to take up to three days to approve your registration.



The screenshot shows the 'Easy Campaign Finance Portal' website. The header is dark blue with white text and icons. On the left, there is a red circular seal of Salt Lake County and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. On the right, navigation links include 'Home', 'Search', 'My Campaign Finance', 'Edit Account Manager', and 'Logout'. A 'Welcome Testin Again' message is displayed in a white circle. The main content area is white and contains a bolded 'Thank you for registering.' followed by a paragraph: 'Thank you for registering with the Salt Lake County Election Division Candidate Financial Disclosure site. We are confident you will find this convenient in filing your reports for you campaign. If you have any questions, please contact Jared Larsen at 385-468-7400 or at candidates@saltlakecounty.gov'.


Login

Creating an EasyVote Account

You will receive an email once your account has been approved.

Once your account has been approved, you will be able to see your campaign portal.

Easy Campaign Finance Portal

 Salt Lake County
Salt Lake City UT 84114
3854687400

[Home](#) [Search](#) [Register](#) [Login](#)

Login

Email Address

Password

[Forgot Password](#)

Navigating EasyVote



Dashboard

Navigating EasyVote

After logging in, your screen will automatically navigate to the “News” tab of My Campaign Finance.

The Clerk’s Office may occasionally post information here, like updated instructions to using EasyVote or helpful tips.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search **My Campaign Finance** Edit Account Manager Logout

Welcome Just Testing

My Candidates and Committees: Just Testing - Salt Lake County Mayor

NO IMAGE AVAILABLE

News File Reports My Submissions Filing Schedule Fines/Fees User Access

Subject	Creation Date	Expiration Date	Attachments
> EasyVote Instructions	02/12/26	02/14/27	EasyVote Instructions-2026.pdf

1 total

First Name: Just
Last Name: Testing
Address: 2001 S State St, Salt Lake City, UT 84115
City, State Zip: Salt Lake City, UT 84115

Dashboard

Navigating EasyVote

Updating Candidate Information

Select Edit Candidate to update the information for your Filing Entity.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Welcome Just Testing

My Candidates and Committees

Just Testing - Salt Lake County Mayor

News File Reports My Submissions Filing Schedule Fines/Fees User Access

Subject	Creation Date	Expiration Date	Attachments
No data to display			
0 total			

First Name:
Just

Last Name:
Testing

Address:
2001 S State St
Salt Lake City, UT
84115

City, State Zip:
Salt Lake City, UT
84115

Next Report due: 0 days

Edit Candidate

Dashboard

Navigating EasyVote

Updating Candidate Information

Information in this section will be used to send your filing entity notices and information regarding Campaign Finance.

Input a phone number, mailing address, and email address, and select “Save”.

Do **not** change anything listed under Filing Information.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Welcome Just Testing

Candidate/Committee Name:

Candidate Committee

First Name: Just

Middle Name:

Last Name: Testing

Suffix:

Contact Info:

Primary Phone:

Cell Phone:

Secondary Phone:

Email Address:

Residential Address:

Address: 2001 S State St

Address2:

City: Salt Lake City

State: Utah (UT)

Zip Code: 84115

Mailing Address:

Address: 2001 S State St

Address2:

City: Salt Lake City

State: Utah (UT)

Zip Code: 84115

Filing Information:

Candidate/Committee Type: Candidate

Office Type: Salt Lake County Mayor

Voter Reg. No.:

First Election Year: 0

Filer ID:

Threshold Range:

PIN:

Cancel Save

Dashboard

Navigating EasyVote

Updating Account Information

Edit Account Manager allows you to update the contact info for your user account.

It's recommended that you check OK to Send SMS and provide a cell phone number. This will allow you to reset your password via text.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance **Edit Account Manager** Logout

Account Manager Photo Welcome Jane Doe

Edit Account Manager Profile

Basic Information:		Communications:	
First Name	<input type="text" value="Jane"/>	Email	<input type="text" value="jane@campaign.com"/> <small>Note: Changing your email address does not change the username used for logging into the site. To change your username, you will need to contact your local administrator.</small>
Last Name	<input type="text" value="Doe"/>	Home Phone	<input type="text" value="(385) 468-7400"/>
Title	<input type="text"/>	Cell Phone	<input type="text" value="(385) 468-7400"/>
Reg #	<input type="text"/>	OK to Send SMS	<input type="checkbox"/>
Position/Type	<input type="text" value="Candidate"/>	Address 1	<input type="text" value="123 Main"/>
		Address 2	<input type="text"/>
		City	<input type="text" value="SLC"/>
		State	<input type="text" value="Utah (UT)"/>
		Zip Code	<input type="text" value="84113"/>

Cancel Save

Dashboard

Navigating EasyVote

Viewing User Account Access

Under User Access, you can check to see who has access to your committee's campaign finance portal.

If you see anyone who shouldn't have access, notify our office.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, there is a navigation bar with links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe, with a welcome message and a photo icon. The main content area is titled 'My Candidates and Committees' and shows a dropdown menu for 'Jane Doe - Canyons School Board'. Below this, there are several tabs: News, File Reports, My Submissions, Filing Schedule, Fines/Fees, and User Access. The 'User Access' tab is highlighted with a red circle. To the left of the table, there is a section for 'Filer Photo' with fields for First Name (Jane), Last Name (Doe), Address (123 Main St Salt Lake, UT 84102), City, State Zip (Salt Lake, UT 84102), and Next Report due (0 days). Below this is an 'Edit Candidate' button. The 'User Access' table has columns for First Name, Last Name, Position, and Email Address. It lists two account managers: Jane Doe (Candidate, electionsupport@slco.org) and Jane Doe (Candidate, laurajacobs@comcast.net). There is an 'Edit' link next to the second entry. A summary row indicates '2 total'.

First Name	Last Name	Position	Email Address
Jane	Doe	Candidate	electionsupport@slco.org
Jane	Doe	Candidate	laurajacobs@comcast.net

Dashboard

Navigating EasyVote

Where to File Reports

Forms are found under File Reports.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, the header includes the Salt Lake County logo and contact information (Salt Lake County, Salt Lake City UT 84114, (385) 468-7400) on the left, and navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout on the right. A user profile section on the right shows 'Welcome Just Testing'. Below the header, the main content area is titled 'My Candidates and Committees' with a dropdown menu set to 'Just Testing - Salt Lake County Mayor'. A horizontal menu contains 'News', 'File Reports' (circled in red), 'My Submissions', 'Filing Schedule', 'Fines/Fees', and 'User Access'. The 'File Reports' section lists several forms: 'Bank Statement Upload' with an 'Upload' button; 'Financial Disclosure Form' with 'Wizard' and 'Upload' buttons; 'Small Budget Campaign Certificate' with 'Download' and 'Upload' buttons; and 'Statement of Organization' with a 'Wizard' button. On the left side of the dashboard, there is a profile card for 'Just Testing' with fields for First Name, Last Name, Address, and City, State Zip, along with a 'Next Report due' indicator showing 0 days and an 'Edit Candidate' button.

Dashboard

Navigating EasyVote

Where to See Filed Reports

Previously submitted documents are found under My Submissions.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

My Candidates and Committees Jane Doe - Canyons School Board

Filer Photo
First Name: Jane
Last Name: Doe
Address: 123 Main St Salt Lake, UT 84102
City, State Zip: Salt Lake, UT 84102
Next Report due: 0 days
Edit Candidate

News File Reports **My Submissions** Filing Schedule Fines/Fees User Access

All of your Filings are listed here. This list includes those that you have completed and all filings that you are currently editing.

Status	Doc Type	Doc Name	Doc Date	Created	Submitted	Acc/Rej
Amend	Statement of Organization	Statement of Organization	09/19/2024	09/19/2024	09/19/2024	09/19/2024
Amend	County and Local School Board Financial Disclosure Form	April 5, 2024	09/19/2024	09/19/2024	09/19/2024	09/19/2024
	County and Local School Board Financial Disclosure Form	June 18, 2024	09/19/2024	09/19/2024	09/19/2024	

3 total

Filing a Report: Statement of Organization

File Reports

Statement of Organization

Before an entity receives or expends more than \$250, they must file a Statement of Organization.

To file a Statement of Organization, select File Reports.

Select the Wizard button next to Statement of Organization and click Create New Filing.

The screenshot shows the 'Easy Campaign Finance Portal' interface. At the top, there is a navigation bar with links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as 'Just Testing'. The main content area is titled 'My Candidates and Committees' and shows a dropdown menu for 'Just Testing - Salt Lake County Mayor'. Below this, there are several tabs: News, File Reports (circled in red), My Submissions, Filing Schedule, Fines/Fees, and User Access. The 'File Reports' section contains a list of report types with associated buttons:

- Bank Statement Upload: Upload button
- Financial Disclosure Form: Wizard and Upload buttons
- Small Budget Campaign Certificate: Download and Upload buttons
- Statement of Organization: Wizard button (circled in red)

On the left side of the page, there is a profile section for 'Just Testing' with fields for First Name, Last Name, Address, and City, State Zip. A 'Next Report due' notification shows 0 days remaining. An 'Edit Candidate' button is located at the bottom left.

Document Name

Statement of Organization

It's recommended that you name your document after the type of document *or* the due date.

Ex. Statement of Organization *or* April 5, 2026.

Click OK.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The top navigation bar includes links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe. The main content area shows a profile for Jane Doe, including her address and next report due date. A modal dialog box is open, prompting the user to provide a unique name for the new document filing. The dialog text reads: 'Please give the new document filing a unique name. This is a name only you will see and should help you identify this filing on the "My Submissions" tab later. This name will be overwritten once the filing is accepted by your county or municipal authority.' The input field contains 'Statement of Organization', and the dialog has 'OK' and 'Cancel' buttons.

Candidate Info

Statement of Organization

Complete all fields marked with a red or green bar.

Click Save/Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Committee Secretary Info
3. Committee Members
4. Sign and Submit

Statement of Organization

Save/Next Back

Candidate Info

First Name	Jane	Last Name	Doe
Office	Canyons School Board	District Number	
Address	123 Main St		
City	Salt Lake	State	Utah(UT)
Zip Code	84102	Email	
Cell Phone		Home Phone	(385) 468-7426
Work Phone			

Save/Next Back

Secretary Info

Statement of Organization

A campaign secretary may submit financial disclosures on your behalf*. Their information can be entered here.

If you choose to not have a campaign secretary, please enter your information again.

Click Save/Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Committee Secretary Info
3. Committee Members
4. Sign and Submit

Statement of Organization

Secretary Info

First Name: John Last Name: Doe

Address: 123 Main St

City: Salt Lake City State: Utah(UT)

Zip Code: 84111 Email: campaignmanager@candidate.com

Cell Phone: (385) 468-7400 Home Phone: (348) 468-7400

Work Phone: (385) 468-7400

Save/Next Back

Secretary Info (Cont.)

Statement of Organization

*If you choose to have a secretary submit financial disclosure forms on your behalf, they must also register for a user account to access your committee.

Make sure they select the correct candidate's name and contest from the dropdown.

They must also select their position as Campaign Secretary.

When they input their email, ensure it is the same address as what was provided on the Statement of Organization.

Easy Campaign Finance Portal



Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

[Home](#) [Search](#) [Register](#) [Login](#)

User Account Info

Candidate or Committee you represent

- Just Testing - Salt Lake County Mayor
- Kent Settterberg - Salt Lake County Surveyor
- Greg Shelton - _White City Metro Township
- Amber Shill - Canyons School Board
- Jennifer Sika - Salt Lake School Board
- Richard Snelgrove - Salt Lake County Council At-Large B
- Richard Snelgrove - Salt Lake County Recorder
- Phil Snyder - Salt Lake County Sheriff
- Kerry Soelberg - County Council District
- Sheila Srivastava - Salt Lake County Treasurer
- Christopher Stavros - Salt Lake County Assessor
- Committee to Elect Sheldon Stewart - Salt Lake County Council District 5
- Tessa Stitzer - _Copperton Metro Township
- Valerie Stormont - Salt Lake County Council District 1
- Laurie Stringham - Salt Lake County Council At-Large A
- Neal Summers - Canyons School Board
- Nigel Swaby - Salt Lake County Council District 1
- Sherrie Swensen - Salt Lake County Clerk
- Kelly Taoalii - Murray School Board District 1
- Tenille Taggart - Salt Lake County Council District 1
- Just Testing - Salt Lake County Mayor

Select a Position

Campaign Secretary

Select a Candidate/Committee Type

Candidate

Title

Zip Code

Committee Members

Statement of Organization

If you wish to add committee members, you can do so here.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The top navigation bar includes links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe. The main content area shows a 'Wizard Steps' sidebar with four steps: 1. Candidate Info, 2. Committee Secretary Info, 3. Committee Members (highlighted), and 4. Sign and Submit. The main panel is titled 'Statement of Organization' and contains an 'Add Committee Member' button, a 'Name' label, and a message stating 'No data to display' with '0 total' members. 'Save/Next' and 'Back' buttons are present at the top and bottom right of the main panel.

Preview

Statement of Organization

You must review your Statement of Organization to verify that the information entered is correct.

Select Preview. This will open a new window or tab with the Statement of Organization.

Once you have confirmed the information is correct, you may **close this preview tab** and return to the EasyVote window or tab.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user greeting reads 'Account Manager Photo Welcome Jane Doe'. On the left, a 'Wizard Steps' sidebar lists: 1. Candidate Info, 2. Committee Secretary Info, 3. Committee Members, and 4. Sign and Submit. The main content area shows a 'Statement of Organization' form with a 'Back' button. A white modal window is centered, containing the text: 'The PREVIEW of your document is now ready to be viewed. Please CLICK the PREVIEW button below.' with a 'PREVIEW' button. Below the modal, a 'Password' field and a checkbox are visible. The checkbox is unchecked, and the text below it reads: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom of the form, there are 'Preview', 'Submit', and 'Save' buttons.

Corrections

Statement of Organization

If you noticed any information you would like to change, you can navigate back to a previous page and make the corrections.

Quick links to previous pages can be found under the Wizard Steps, highlighted here.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user greeting reads 'Account Manager Photo Welcome Jane Doe'. The main content area is titled 'Statement of Organization' and features a 'Back' button. The 'Wizard Steps' menu on the left is circled in red, listing: 1. Candidate Info, 2. Committee Secretary Info, 3. Committee Members, and 4. Sign and Submit. The form fields include 'Document Name' (Statement of Organization) and 'Password' (masked with dots). A checkbox is checked, and the text below it states: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom, there are 'Preview', 'Submit', and 'Save' buttons.

Sign and Submit

Statement of Organization

To submit your Statement of Organization, **you must enter your password, check the box, and click submit.**

You will receive an email that your submission has been received.

You will then receive an email once your document has been accepted or rejected.

**Note: Clicking “Save” will only save the document for you to continue editing later. You must click “Submit” to complete the document.*

The screenshot displays the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user is logged in as 'Jane Doe'. The main content area shows a 'Wizard Steps' sidebar with four steps: 1. Candidate Info, 2. Committee Secretary Info, 3. Committee Members, and 4. Sign and Submit (highlighted). The 'Statement of Organization' form is active, featuring a 'Document Name' field with 'Statement of Organization', a 'Password' field with masked characters, and a checked checkbox for the 'Electronic Signature Consent Form'. A legal disclaimer text is provided below the checkbox, and 'Preview', 'Submit', and 'Save' buttons are at the bottom.

Viewing

Statement of Organization

You can view the submitted document at any time by selecting My Submissions and clicking on the name of the document.

Document Statuses are:



Work in Progress



Submitted



Rejected



Accepted

Statements of Organization are not published publicly on the website.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Welcome Just Testing

My Candidates and Committees Just Testing - Salt Lake County Mayor

News File Reports **My Submissions** Filing Schedule Fines/Fees User Access

All of your Filings are listed here. This list includes those that you have completed and all filings that you are currently editing.

	Status	Doc Type	Doc Name	Created	Submitted	Acc/Rej	
Amend		Metro Township Financial Disclosure Report Form	May 27 2025 Test	05/27/2025	02/04/2026	02/04/2026	
		Statement of Organization	Meghan Tes	05/27/2025	02/11/2026		
Edit		Financial Disclosure Form	Testing for Midterm Vacancy	05/27/2025	05/27/2025	05/29/2025	Delete
Edit		Financial Disclosure Form	kjlh;k	05/27/2025			Delete
Edit		Financial	Meghan Test	05/27/2025			Delete

First Name: Just
Last Name: Testing
Address: 2001 S State St Salt Lake City, UT 84115
City, State Zip: Salt Lake City, UT 84115
Next Report due: 0 days

Edit Candidate

Filing a Report: Small Budget Campaign Certificate

File Reports

Small Budget Campaign Certificate

In an election year for a candidate, they may file a Small Budget Campaign Certificate if their campaign will not exceed \$2000 in contributions or expenditures during the calendar year.

Doing so means the candidate will only need to file Financial Disclosure Reports seven days before the general election, and again for the Year End or Dissolution Reports.

If contributions or expenditures exceed \$2000, the campaign committee must file a financial disclosure report within seven days.

Candidates wishing to go this route must submit their Small Budget Campaign Certificate by April 5th.

File Reports

Small Budget Campaign Certificate

Select File Reports and select the Wizard for the Small Budget Campaign Certificate.

Select Create New Filing.

The screenshot shows the 'Easy Campaign Finance Portal' for Salt Lake County. The header includes navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as 'Just Testing'. The main content area is titled 'My Candidates and Committees' and shows a dropdown menu for 'Just Testing - Salt Lake County Mayor'. A navigation bar contains links for News, File Reports (circled in red), My Submissions, Filing Schedule, Fines/Fees, and User Access. Below this, there are sections for 'Bank Statement Upload' (with an Upload button), 'Financial Disclosure Form' (with Wizard and Download buttons), 'Small Budget Campaign Certificate' (with a Wizard button circled in red), and 'Statement of Organization' (with a Wizard button). A sidebar on the left displays candidate information: First Name: Just, Last Name: Testing, Address: 2001 S State St, Salt Lake City, UT 84115, City, State Zip: Salt Lake City, UT 84115, and Next report overdue: -739686 days. An 'Edit Candidate' button is located at the bottom of the sidebar.

File Reports

Small Budget Campaign Certificate

It's recommended that you name your document after the type of document.

Ex. Small Budget Campaign Certificate.

Click OK.

The screenshot shows the 'Easy Campaign Finance Portal' interface. The top navigation bar includes links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as 'Just Testing'. The main content area is titled 'My Candidates and Committees' and lists several categories: Bank Statement, Financial Disclosure, Small Budget Campaign Certificate, and Statement of Organization. A modal dialog box is open in the center, displaying an error message: 'Please give the new document filing a unique name. This is a name only you will see and should help you identify this filing on the "My Submissions" tab later. This name will be overwritten once the filing is accepted by your county or municipal authority.' Below the message is a text input field for 'Document Filing Name' which is empty, and a red error message 'A name is required'. The dialog also has 'OK' and 'Cancel' buttons.

File Reports

Small Budget Campaign Certificate

Make sure the information listed in these fields is correct.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Welcome Just Testing

Wizard Steps

1. Candidate Info
2. Sign and Submit

asdf Save/Next Back

First Name Just Last Name Testing Save/Next Back

Preview

Statement of Organization

You must review your Small Budget Campaign Certificate to verify that the information entered is correct.

Select Preview. This will open a new window or tab with the Small Budget Campaign Certificate.

Once you have confirmed the document is correct, you may **close this preview tab** and return to the EasyVote window or tab.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, the header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for 'Home', 'Search', 'My Campaign Finance', 'Edit Account Manager', and 'Logout' are present. A user greeting 'Account Manager Photo Welcome Jane Doe' is visible on the right. On the left, a 'Wizard Steps' sidebar lists: 1. Candidate Info, 2. Committee Secretary Info, 3. Committee Members, and 4. Sign and Submit. The main content area shows a 'Statement of Organization' form with a 'Back' button. A white modal window is centered over the form, containing the text: 'The PREVIEW of your document is now ready to be viewed. Please CLICK the PREVIEW button below.' and a 'PREVIEW' button. Below the modal, the form fields for 'Password' and a consent checkbox are visible. The consent text reads: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom of the form, there are 'Preview', 'Submit', and 'Save' buttons.

File Reports

Small Budget Campaign Certificate

To submit your Small Budget Campaign Certificate, **you must enter your password, check the box, and click submit.**

You will receive an email that your submission has been received.

You will then receive an email once your document has been accepted or rejected.

**Note: Clicking “Save” will only save the document for you to continue editing later. You must click “Submit” to complete the document.*

The screenshot displays the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: Salt Lake County, Salt Lake City UT 84114, (385) 468-7400. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user greeting 'Welcome Just Testing' is shown on the right. The main content area features a 'Wizard Steps' sidebar with '1. Candidate Info' and '2. Sign and Submit' (highlighted). The 'Sign and Submit' step is titled 'asdf' and contains a 'Document Name' field with 'asdf', a 'Password' field with masked characters, and a checked checkbox. Below the checkbox is a warning: 'If your committee exceeds \$2000 in donations or expenditures, you must file a financial disclosure report within seven days and are subject to all interim report deadlines thereafter. Regardless, you must still file reports that are due one week before the General Election.' At the bottom are 'Preview', 'Submit', and 'Save' buttons.

My Submissions

Small Budget Campaign Certificate

You can view the submitted document at any time by selecting My Submissions and clicking on the name of the document.

Document Statuses are:



Work in Progress



Submitted



Rejected



Accepted

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

My Candidates and Committees: Jane Doe - Canyons School Board

News File Reports **My Submissions** Filing Schedule Fines/Fees User Access

All of your Filings are listed here. This list includes those that you have completed and all filings that you are currently editing.

Status	Doc Type	Doc Name	Doc Date	Created	Submitted	Acc/Rej
Amend	Statement of Organization	Statement of Organization	09/19/2024	09/19/2024	09/19/2024	09/19/2024
Amend	County and Local School Board Financial Disclosure Form	April 5, 2024	09/19/2024	09/19/2024	09/19/2024	09/19/2024
	County and Local School Board Financial Disclosure Form	June 18, 2024	09/19/2024	09/19/2024	09/19/2024	

3 total

Filer Photo
First Name: Jane
Last Name: Doe
Address: 123 Main St Salt Lake, UT 84102
City, State Zip: Salt Lake, UT 84102
Next Report due: 0 days
Edit Candidate

Filing a Report: Financial Disclosure

File Reports

Financial Disclosure

To file a Financial Disclosure Report, select File Reports.

Financial Disclosure Reports should be completed through the Wizard tool. It is strongly recommended that you use the Wizard tool.

Click Wizard and select Create New Filing.

The screenshot displays the 'Easy Campaign Finance Portal' for Salt Lake County. The header includes navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as 'Just Testing'. The main content area is titled 'My Candidates and Committees' and shows a dropdown menu for 'Just Testing - Salt Lake County Mayor'. A navigation bar contains links for News, File Reports (circled in red), My Submissions, Filing Schedule, Fines/Fees, and User Access. The 'File Reports' section lists several items: 'Bank Statement Upload' with an 'Upload' button; 'Financial Disclosure Form' with 'Wizard' and 'Upload' buttons (the 'Wizard' button is circled in red); 'Small Budget Campaign Certificate' with 'Download' and 'Upload' buttons; and 'Statement of Organization' with a 'Wizard' button. On the left side, a candidate profile for 'Just Testing' is shown, including their name, address, and a 'Next Report due' notification in 0 days. An 'Edit Candidate' button is located at the bottom left of the profile area.

File Name

Financial Disclosure

This will open a window prompting you to name your report.

It's recommended you use the date the report is due as the name.

Ex. June 18, 2024

Click OK.

The screenshot shows the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: Salt Lake County, Salt Lake City UT 84114, (385) 468-7400. Navigation links include Home, Search, My Campaign Finance, Edit Account Manager, and Logout. A user greeting reads 'Account Manager Photo Welcome Jane Doe'. The main content area is titled 'My Candidates and Committees' and displays a profile for 'Jane Doe' with fields for Filer Photo, First Name, Last Name, Address, and City, State Zip. A 'Next Report due' indicator shows 0 days. A modal window is open, prompting the user to name the document filing. The modal text reads: 'Please give the new document filing a unique name. This is a name only you will see and should help you identify this filing on the "My Submissions" tab later. This name will be overwritten once the filing is accepted by your county or municipal authority.' The 'Document Filing Name' field contains 'June 18, 2024'. The modal has 'OK' and 'Cancel' buttons.

Candidate Info

Financial Disclosure

Do NOT click copy.

Boxes with a red or green tab must be completed with the candidate's info.

If the race is non-partisan (local school board) write N/A for the political party.

If the race doesn't have a district number (countywide) write N/A.

Click Save/Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Welcome Just Testing

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

Testing

Save/Next Back

Click the button below to copy all of your data from a previous form to this form.

COPY

Candidate Info

First Name Last Name

Address

City State

Zip Code

Office

Political Party

Phone Number

Email Address

Save/Next Back

Report Type

Financial Disclosure

Select the Report Type.

Click Save/Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Welcome Just Testing

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

Testing

Save/Next Back

Type of Report

Check the appropriate boxes

Amendment Report

Date of Report to be Amended: 04/02/2026

Interim Reports: (Required only during election years)

Period ending March 31

Period ending eight days before a Primary Election

Period ending September 10

Period ending eight days before a General Election

Midterm vacancy

Year-End Report:

Period ending December 31 of each year (Required by all open campaign committees)

Final/Dissolution Report:

Final/Dissolution Report - The campaign is no longer active or receiving contributions and the campaign balance is zero

Candidates wishing to dissolve must also submit all Bank Statements received by the committee since it last filed a report.

Save/Next Back

Contributions

Financial Disclosure

Each contribution must be added individually.

Click Add Contribution.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The top navigation bar includes links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe. The main content area is divided into two sections: 'Wizard Steps' and 'Add Contribution'.

Wizard Steps:

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

Add Contribution:

June 18, 2024

Save/Next Back

Add Contribution

Name	Date	Amount
No data to display		
0 total		

Save/Next Back

Contributions

Financial Disclosure

Toggle whether the contribution is from an individual or an organization.

You must enter the date you received the contribution, the contributor's name and address, and the amount of the contribution.

Contributions of \$200 or more must include the contributor's occupation/employer.

Click Save.

*If you navigate away from this page without saving, it will not save the information you entered.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, the header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for 'Home', 'Search', 'My Campaign Finance', 'Edit Account Manager', and 'Logout' are present. A user greeting 'Account Manager Photo Welcome Jane Doe' is visible on the right. The main content area shows a 'Wizard Steps' sidebar with steps 1 through 6, where '3. Contributions' is the active step. A modal form is open, allowing the user to enter contribution details. The form includes a date field set to '05/06/2024', radio buttons for 'Individual' (selected) and 'Organization', and input fields for 'First Name' (John), 'Last Name' (Smith), 'Address' (234 Main St), 'City' (Salt Lake City), 'State' (Utah(UT)), 'Zip Code' (84111), and 'Occupation/Employer' (Retired). An 'Amount' field is set to '150', and there is a checkbox for 'This was an In-Kind Contribution' which is currently unchecked. 'Save' and 'Cancel' buttons are at the bottom of the modal.

Contributions In-Kind

Financial Disclosure

*In-kind donations are non-monetary contributions. They can be either goods or services. You must record the amount or the estimated amount of the in-kind contribution.

Enter the necessary information.

Check the In-Kind box.

Click Save.

This entry will also need to be recorded as an in-kind expenditure.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, the header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user greeting reads 'Account Manager Photo Welcome Jane Doe'. A 'Wizard Steps' sidebar on the left lists: 1. Candidate Info, 2. Report Type, 3. Contributions (highlighted), 4. Expenditures, 5. Summary, and 6. Sign and Submit. The main form area is partially obscured by a modal window for entering contribution details. The modal includes the following fields: Date (03/05/2024), Organization Name (SLC Signage), Address (456 Main St), City (Salt Lake City), State (Utah(UT)), Zip Code (84111), Occupation/Employer (Signage), and Amount (300). A checkbox labeled 'This was an In-Kind Contribution' is checked. 'Save' and 'Cancel' buttons are at the bottom of the modal.

Expenditures

Financial Disclosure

Each expenditure must be added individually.

Click Add Expenditure.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, there is a navigation bar with links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The portal header includes the Salt Lake County logo and contact information: Salt Lake County, Salt Lake City UT 84114, and phone number (385) 468-7400. A user profile section shows 'Account Manager Photo' and 'Welcome Jane Doe'. The main content area is a wizard with six steps: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures (highlighted), 5. Summary, and 6. Sign and Submit. The 'Expenditures' step is active, showing a date filter for 'June 18, 2024' and an 'Add Expenditure' button. Below this is a table with columns for Name, Date, and Amount. The table is currently empty, displaying 'No data to display' and '0 total'. 'Save/Next' and 'Back' buttons are present at the top and bottom right of the table area.

Expenditures

Financial Disclosure

You must enter the date of the expenditure, who is receiving the money, the purpose of the expense, and the amount of the expenditure.

Click Save.

*If you navigate away from this page without saving, it will not save the information you entered.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user greeting reads 'Account Manager Photo Welcome Jane Doe'. The main content area shows a 'Wizard Steps' sidebar with steps 1 through 6, where '4. Expenditures' is the active step. A modal form is open for entering expenditure details:

- Date:** 05/07/2024
- Organization Type:** Individual Organization
- Organization Name:** SLC Signage
- Purpose:** Signage
- Amount:** 100
- This was an In-Kind Expenditure

Buttons for 'Save' and 'Cancel' are at the bottom of the modal. A 'Back' button is visible in the background interface.

Expenditures In-Kind

Financial Disclosure

*An in-kind donation must also be recorded as an in-kind expenditure.

Enter the necessary information.

Check the In-Kind box.

Click Save.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

Date: 03/05/2024

Individual Organization

Organization Name: SLC Signage

Purpose: Signage

Amount: 300

This was an In-Kind Expenditure

Save Cancel

Summary

Financial Disclosure

You must hand enter the year-to-date contributions and expenditures. These are the totals for the year.

You must also hand enter the Balance at Beginning of Reporting Period. This is your carryover balance from your previous report.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

June 18, 2024

Save/Next Back

Contribution Totals	
Total Contributions This Period	150
Total Contributions Year-to-Date	700

Total Contributions Year-to-Date is calculated by adding up all prior contributions reported on any interim reports since the last-filed Year-End Report.

Expenditure Totals	
Total Expenditures This Period	100
Total Expenditures Year-to-Date	550

Total Expenditures Year-to-Date is calculated is calculated by adding up all prior expenditures reported on any interim reports since the last-filed Year-End Report.

Balance Summary	
Balance at Beginning of Reporting Period	100
Total Contributions Received	150
Subtotal	250
Total Expenditures Made	100
Balance at Close of Reporting Period	150

The Balance at Beginning of Reporting Period is the Balance at Close of Reporting Period from the previous report.

Save/Next Back

Preview

Financial Disclosure

You must review your Financial Disclosure Report to verify that the information entered is correct.

Select Preview. This will open a new window or tab with the unsigned document.

Once you have confirmed the information is correct, you may close this preview tab and return to the EasyVote window or tab.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, there is a dark blue header with the portal title, contact information for Salt Lake County (Salt Lake City UT 84114, (385) 468-7400), and navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. A user greeting 'Account Manager Photo Welcome Jane Doe' is visible on the right. On the left, a 'Wizard Steps' sidebar lists: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures, 5. Summary, and 6. Sign and Submit (highlighted). The main content area is partially obscured by a white modal window with the text: 'The PREVIEW of your document is now ready to be viewed. Please CLICK the PREVIEW button below.' and a 'PREVIEW' button. Below the modal, a 'Password' field and a checkbox are visible, followed by a consent text: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom of the form area, there are 'Preview', 'Submit', and 'Save' buttons.

Corrections

Financial Disclosure

If you noticed any information you would like to change, you can navigate back to a previous pages and make the corrections.

Quick links to previous pages can be found under Wizard Steps, highlighted here.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, the header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for 'Home', 'Search', 'My Campaign Finance', 'Edit Account Manager', and 'Logout' are present. A user greeting 'Account Manager Photo Welcome Jane Doe' is visible on the right.

The main content area is divided into two sections. On the left, a 'Wizard Steps' sidebar is highlighted with a red circle. It contains a list of steps: '1.Candidate Info', '2.Report Type', '3.Contributions', '4.Expenditures', '5.Summary', and '6.Sign and Submit'. The '6.Sign and Submit' step is currently selected and highlighted in grey.

The right section shows a document review page for 'June 18, 2024'. It includes a 'Document Name' field with the value 'June 18, 2024' and a 'Password' field with masked characters. A message states: 'All of the information on this form has been saved. If you are ready to submit this form to the Filing Officer, please e-sign the document by entering your password and checking the box to agree to the signature clause below.' Below this, there is a checked checkbox and a text block: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom, there are 'Preview', 'Submit', and 'Save' buttons.

Sign And Submit

Financial Disclosure

To finalize your report, enter your password, select the box, and select Submit.

You will receive an email that your submission has been received.

You will then receive an email once your document has been accepted or rejected.

**Note: Clicking “Save” will only save the document for you to continue editing later. You must click “Submit” to complete the document.*

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

June 18, 2024 Back

Document Name June 18, 2024

All of the information on this form has been saved. If you are ready to submit this form to the Filing Officer, please e-sign the document by entering your password and checking the box to agree to the signature clause below.

Password

By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement

Preview Submit Save

My Submissions

Financial Disclosure

You can view the submitted document at any time by selecting My Submissions and clicking on the name of the document.

Document Statuses are:



Work in Progress



Submitted



Rejected



Accepted

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

My Candidates and Committees

Jane Doe - Canyons School Board

Filer Photo

First Name: Jane
Last Name: Doe
Address: 123 Main St Salt Lake, UT 84102
City, State Zip: Salt Lake, UT 84102
Next Report due: 0 days

Edit Candidate

News File Reports My Submissions Filing Schedule Fines/Fees User Access

All of your Filings are listed here. This list includes those that you have completed and all filings that you are currently editing.

Status	Doc Type	Doc Name	Doc Date	Created	Submitted	Acc/Rej
Amend	Statement of Organization	Statement of Organization	09/19/2024	09/19/2024	09/19/2024	09/19/2024
Amend	County and Local School Board Financial Disclosure Form	April 5, 2024	09/19/2024	09/19/2024	09/19/2024	09/19/2024
	County and Local School Board Financial Disclosure Form	June 18, 2024	09/19/2024	09/19/2024	09/19/2024	

3 total

Public Viewing

Financial Disclosure

You can view any accepted financial disclosure by clicking the Home button at the top of the screen.

Entries are sorted by office by default, but you may click the “Full Name/Committee Name” Header to sort that way instead.

Selecting the arrow next to a name will allow you to see all financial disclosure reports approved for that entity.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Welcome Just Testing

Public Filings

Public Filings for Salt Lake County

Full Name/Committee Name	Office	Filer Type	Status
> Bailey, Kathleen	_Copperton Metro Township	Candidate	Inactive
> Clayton, Sean	_Copperton Metro Township	Incumbent	Inactive
> Stitzer, Tessa	_Copperton Metro Township	Campaign	Active
> Brems, David	_Emigration Canyon Metro Township	Campaign	Active
> Harris, Catherine	_Emigration Canyon Metro Township	Candidate	Inactive
> Hawkes, Jennifer	_Emigration Canyon Metro Township	Incumbent	Inactive
> Tippetts, Tyler	_Emigration Canyon Metro Township	Candidate	Inactive
> Bush, Kelly	_Kearns Metro Township	Incumbent	Inactive
> Butterfield, Chrystal	_Kearns Metro Township	Candidate	Inactive
> Geertsen, Christopher	_Kearns Metro Township	Campaign	Inactive
> Schaeffer, Patrick	_Kearns Metro Township	Campaign	Active
> Valdez, Jesse	_Kearns Metro Township	Campaign	Active
> Hull, Trish	_Magna Metro Township	Campaign	Active
> Flint, Paulina	_White City Metro Township	Campaign	Inactive

Filing a Report: Financial Disclosure Amendment

My Submissions

Financial Disclosure- Amendment

To file an Amended Financial Disclosure Report, select the “Amend” button listed next to the document you wish to amend.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

My Candidates and Committees Jane Doe - Canyons School Board

News File Reports **My Submissions** Filing Schedule Fines/Fees User Access

All of your Filings are listed here. This list includes those that you have completed and all filings that you are currently editing.

Status	Doc Type	Doc Name	Doc Date	Created	Submitted	Acc/Rej
Amend	Statement of Organization	Statement of Organization	09/19/2024	09/19/2024	09/19/2024	09/19/2024
Amend	County and Local School Board Financial Disclosure Form	April 5, 2024	09/19/2024	09/19/2024	09/19/2024	09/19/2024
	County and Local School Board Financial Disclosure Form	June 18, 2024	09/19/2024	09/19/2024	09/19/2024	

3 total

Filer Photo
First Name: Jane
Last Name: Doe
Address: 123 Main St Salt Lake, UT 84102
City, State Zip: Salt Lake, UT 84102
Next Report due: 0 days
Edit Candidate

File Name

Financial Disclosure- Amendment

This will open a window prompting you to name your report.

It's recommended you use the prior name of the document plus amended as the report name.

Ex. June 18, 2024- Amended

Click OK.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, the header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user greeting 'Account Manager Photo Welcome Jane Doe' is visible on the right. The main content area is titled 'My Candidates and Committees' and shows a profile for 'Jane Doe' with fields for Filer Photo, First Name, Last Name, Address, and City, State Zip. A 'Next Report due' notification indicates 0 days remaining. A modal dialog box is open in the foreground, titled 'Document Filing Name', with the following text: 'Please give the new document filing a unique name. This is a name only you will see and should help you identify this filing on the "My Submissions" tab later. This name will be overwritten once the filing is accepted by your county or municipal authority.' The input field contains 'June 18, 2024- Amendment' and has 'OK' and 'Cancel' buttons at the bottom.

Candidate Info

Financial Disclosure

Do NOT click copy.

Boxes with a red or green tab must be completed with the candidate's info.

If the race is non-partisan (local school board) write N/A for the political party.

If the race doesn't have a district number (countywide) write N/A.

Click Save/Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

June 18, 2024 Save/Next Back

Click the button below to copy all of your data from a previous form to this form.

COPY

Candidate Info

First Name Jane

Last Name Doe

Address 123 Main St

City Salt Lake State Utah(UT)

Zip Code 84102

Current Office Political Party

Office Sought Canyons School Bc

District Number

Daytime Phone (385) 468-7426

Day Time Fax

Email

Save/Next Back

Report Type

Financial Disclosure- Amendment

Check Amendment Report and enter the date the original document was submitted.

Check the box next to the type of report you are amending.

Click Save/Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

June 18, 2024- Amendment

Save/Next Back

Type of Report

Check the appropriate boxes

Amendment Report

Amended Report Date: 09/19/2024

Interim Reports: (Required only during election years)

April 5

Seven days before a primary election

September 16

Seven days before a general election

Year-End Report:

January 31 of each year (Required by all open campaign committees)

Final/Dissolution Report:

Final/Dissolution Report - The campaign is no longer active or receiving contributions and the campaign balance is zero

Save/Next Back

Contributions

Financial Disclosure- Amendment

If you need to add or remove a contribution, do so here.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

- 1.Candidate Info
- 2.Report Type
3. Contributions
- 4.Expenditures
- 5.Summary
- 6.Sign and Submit

June 18, 2024- Amendment

Add Contribution

	Name	Date	Amount
Delete Edit	John Smith	05/06/2024	\$150.00
1 total			

Save/Next Back

Save/Next Back

Expenditures

Financial Disclosure- Amendment

If you need to add or remove an expenditure, do so here.

The screenshot shows the 'Easy Campaign Finance Portal' interface. At the top, there is a navigation bar with links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe. The main content area is divided into two sections. On the left is a 'Wizard Steps' sidebar with six steps: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures (highlighted), 5. Summary, and 6. Sign and Submit. The main section is titled 'June 18, 2024- Amendment' and contains an 'Add Expenditure' button. Below this is a table with columns for Name, Date, and Amount. The table contains one entry: 'SLC Signage' dated '05/07/2024' for an amount of '\$100.00'. There are 'Delete' and 'Edit' links for this entry. A '1 total' summary is shown below the table. 'Save/Next' and 'Back' buttons are present at the top and bottom of the table area.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

- 1. Candidate Info
- 2. Report Type
- 3. Contributions
- 4. Expenditures
- 5. Summary
- 6. Sign and Submit

June 18, 2024- Amendment

Save/Next Back

Add Expenditure

Name	Date	Amount
Delete Edit SLC Signage	05/07/2024	\$100.00

1 total

Save/Next Back

Summary

Financial Disclosure- Amendment

Confirm that the year-to-date totals and the beginning balance are correct.

If you made any changes to your contributions or expenditures, you will need to recalculate your end-of-year totals.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

June 18, 2024- Amendment

Save/Next Back

Contribution Totals	
Total Contributions This Period	250
Total Contributions Year-to-Date	800

Total Contributions Year-to-Date is calculated by adding the Total Contributions from this report with the Total Contributions Year-to-Date from the previous report.

Expenditure Totals	
Total Expenditures This Period	225
Total Expenditures Year-to-Date	675

Total Expenditures Year-to-Date is calculated by adding the Total Expenditures from this report with the Total Expenditures Year-to-Date from the previous report.

Balance Summary	
Balance at Beginning of Reporting Period	100
Total Contributions Received	250
Subtotal	350
Total Expenditures Made	225
Balance at Close of Reporting Period	125

The Balance at Beginning of Reporting Period is the Balance at Close of Reporting Period from the previous report.

Save/Next Back

Preview

Financial Disclosure- Amendment

You must review your Financial Disclosure Amendment Report to verify that the information entered is correct.

Select Preview. This will open a new window or tab with the Statement of Organization.

Once you have confirmed the information is correct, you may close this preview tab and return to the EasyVote window or tab.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The top navigation bar includes links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe. The main content area shows a 'Wizard Steps' sidebar with six steps: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures, 5. Summary, and 6. Sign and Submit. A modal window is open, displaying a message: 'The PREVIEW of your document is now ready to be viewed. Please CLICK the PREVIEW button below.' A 'PREVIEW' button is visible within the modal. Below the modal, there is a 'Password' field and a checkbox for an 'Electronic Signature Consent Form'. The consent text reads: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom of the form, there are buttons for 'Preview', 'Submit', and 'Save'.

Corrections

Statement of Organization

If you noticed any information you would like to change, you can navigate back to a previous page and make the corrections.

Quick links to previous pages can be found under Wizard Steps, highlighted here.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, the header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A user profile section shows 'Account Manager Photo Welcome Jane Doe'. The main content area is divided into two panels. The left panel, titled 'Wizard Steps', contains a list of steps: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures, 5. Summary, and 6. Sign and Submit. The 'Sign and Submit' step is highlighted with a red circle. The right panel, titled 'June 18, 2024- Amendment', shows a 'Document Name' field with the value 'June 18, 2024- Amendment' and a 'Back' button. Below this is a message: 'All of the information on this form has been saved. If you are ready to submit this form to the Filing Officer, please e-sign the document by entering your password and checking the box to agree to the signature clause below.' A 'Password' field is visible with masked characters. A checkbox is checked, followed by the text: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom of the form are 'Preview', 'Submit', and 'Save' buttons.

Sign And Submit

Financial Disclosure- Amendment

To finalize your report, enter your password, select the box, and select Submit.

You will receive an email that your submission has been received.

You then receive an email once your document has been accepted or rejected.

**Note: Clicking “Save” will only save the document for you to continue editing later. You must click “Submit” to complete the document.*

The screenshot displays the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information (Salt Lake County, Salt Lake City UT 84114, (385) 468-7400) on the left, and navigation links (Home, Search, My Campaign Finance, Edit Account Manager, Logout) on the right. A user greeting 'Account Manager Photo Welcome Jane Doe' is visible in the top right. The main content area is divided into two sections. On the left is a 'Wizard Steps' sidebar with a list of steps: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures, 5. Summary, and 6. Sign and Submit (highlighted). The right section is titled 'June 18, 2024- Amendment' and contains a 'Document Name' field with the value 'June 18, 2024- Amendment' and a 'Back' button. Below this is a text block: 'All of the information on this form has been saved. If you are ready to submit this form to the Filing Officer, please e-sign the document by entering your password and checking the box to agree to the signature clause below.' This is followed by a 'Password' field with masked characters '.....' and a checked checkbox. The checkbox text reads: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom of the form are three buttons: 'Preview', 'Submit', and 'Save'.

My Submissions

Financial Disclosure- Amendment

You can view the submitted document at any time by selecting My Submissions and clicking on the name of the document.

Document Statuses are:



Work in Progress



Submitted



Rejected



Accepted

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

My Candidates and Committees

Jane Doe - Canyons School Board

Filer Photo

First Name: Jane
Last Name: Doe
Address: 123 Main St Salt Lake, UT 84102
City, State Zip: Salt Lake, UT 84102
Next Report due: 0 days

Edit Candidate

News File Reports My Submissions Filing Schedule Fines/Fees User Access

All of your Filings are listed here. This list includes those that you have completed and all filings that you are currently editing.

Status	Doc Type	Doc Name	Doc Date	Created	Submitted	Acc/Rej
Amend	Statement of Organization	Statement of Organization	09/19/2024	09/19/2024	09/19/2024	09/19/2024
Amend	County and Local School Board Financial Disclosure Form	April 5, 2024	09/19/2024	09/19/2024	09/19/2024	09/19/2024
	County and Local School Board Financial Disclosure Form	June 18, 2024	09/19/2024	09/19/2024	09/19/2024	

3 total

Filing a Report: Final/ Dissolution Disclosure

Final/ Dissolution Disclosure

Final/ Dissolution Disclosure

A Final / Dissolution Disclosure Report is filed when you are dissolving your campaign committee and closing your campaign account. Your campaign account must have a \$0 balance to file the Final / Dissolution Report.

You must also submit copies of all bank statements received by the campaign committee since it last filed a Financial Disclosure Report.

Wizard Tool

Final/ Dissolution Disclosure

To file a Final/Dissolution Report, select the Wizard button next to County and Local School Board Financial Disclosure Form.

The screenshot shows the 'Easy Campaign Finance Portal' for Salt Lake County. The user is logged in as 'Just Testing - Salt Lake County Mayor'. The 'File Reports' tab is selected and circled in red. Under this tab, there are several report categories: 'Bank Statement Upload', 'Financial Disclosure Form', 'Small Budget Campaign Certificate', and 'Statement of Organization'. The 'Financial Disclosure Form' category has a 'Wizard' button circled in red, along with an 'Upload' button. The 'Small Budget Campaign Certificate' category has 'Download' and 'Upload' buttons. The 'Statement of Organization' category has a 'Wizard' button. On the left side of the interface, there is a profile section for 'Just Testing' with fields for First Name, Last Name, Address, and City, State Zip, along with a 'Next Report due' indicator showing 0 days remaining and an 'Edit Candidate' button.

File Name

Final/ Dissolution Disclosure

This will open a window prompting you to name your report.

It's recommended you use the type of report as the name.

Ex. Final/Dissolution Disclosure

Click OK.

The screenshot shows the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: 'Salt Lake County, Salt Lake City UT 84114, (385) 468-7400'. Navigation links include Home, Search, My Campaign Finance, Edit Account Manager, and Logout. A user greeting reads 'Account Manager Photo Welcome Jane Doe'. The main content area is titled 'My Candidates and Committees' and displays a profile for 'Jane Doe' with fields for Filer Photo, First Name, Last Name, Address, and City, State Zip. A 'Next Report due' indicator shows 0 days. A modal dialog is open in the foreground, prompting the user to name the document filing. The dialog text reads: 'Please give the new document filing a unique name. This is a name only you will see and should help you identify this filing on the "My Submissions" tab later. This name will be overwritten once the filing is accepted by your county or municipal authority.' The 'Document Filing Name' field contains the text 'Final/ Dissolution Report'. The dialog has 'OK' and 'Cancel' buttons.

Report Type

Final/ Dissolution Disclosure

Check Final/ Dissolution Report.

Click Save/Next.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

Final/ Dissolution Report

Save/Next Back

Type of Report

Check the appropriate boxes

Amendment Report

Amended Report Date

Interim Reports: (Required only during election years)

April 5

Seven days before a primary election

September 16

Seven days before a general election

Year-End Report:

January 31 of each year (Required by all open campaign committees)

Final/Dissolution Report:

Final/Dissolution Report - The campaign is no longer active or receiving contributions and the campaign balance is zero

Save/Next Back

Contributions

Final/ Dissolution Disclosure

If you need to add a contribution,
add it here.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The top navigation bar includes links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe. The main content area is divided into two sections: 'Wizard Steps' and 'Final/ Dissolution Report'. The 'Wizard Steps' section lists six steps, with '3. Contributions' highlighted. The 'Final/ Dissolution Report' section features an 'Add Contribution' button and a table with columns for Name, Date, and Amount. The table currently shows 'No data to display' and '0 total'. There are 'Save/Next' and 'Back' buttons at the top and bottom of the report section.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

Final/ Dissolution Report

Save/Next Back

Add Contribution

Name	Date	Amount
No data to display		
0 total		

Save/Next Back

Expenditures

Final/ Dissolution Disclosure

If you need to add an expenditure, add it here.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

- 1. Candidate Info
- 2. Report Type
- 3. Contributions
- 4. Expenditures
- 5. Summary
- 6. Sign and Submit

Final/ Dissolution Report

Add Expenditure

Name	Date	Amount
No data to display		
0 total		

Save/Next Back

Save/Next Back

Summary

Final/ Dissolution Disclosure

Confirm that the year-to-date totals and the beginning balance are correct.

The Balance at Close of Reporting Period must be \$0.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

1. Candidate Info
2. Report Type
3. Contributions
4. Expenditures
5. Summary
6. Sign and Submit

June 18, 2024- Amendment

Save/Next Back

Contribution Totals	
Total Contributions This Period	250
Total Contributions Year-to-Date	800

Total Contributions Year-to-Date is calculated by adding the Total Contributions from this report with the Total Contributions Year-to-Date from the previous report.

Expenditure Totals	
Total Expenditures This Period	225
Total Expenditures Year-to-Date	675

Total Expenditures Year-to-Date is calculated by adding the Total Expenditures from this report with the Total Expenditures Year-to-Date from the previous report.

Balance Summary	
Balance at Beginning of Reporting Period	100
Total Contributions Received	250
Subtotal	350
Total Expenditures Made	225
Balance at Close of Reporting Period	125

The Balance at Beginning of Reporting Period is the Balance at Close of Reporting Period from the previous report.

Save/Next Back

Preview

Final/ Dissolution Disclosure

You must review your Final/Dissolution Report to verify that the information entered is correct.

Select Preview. This will open a new window or tab with the Statement of Organization.

Once you have confirmed the information is correct, you may close this preview tab and return to the EasyVote window or tab.

The screenshot displays the 'Easy Campaign Finance Portal' interface. At the top, there is a navigation bar with links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The portal header includes the Salt Lake County logo and contact information: Salt Lake County, Salt Lake City UT 84114, and phone number (385) 468-7400. A user greeting 'Account Manager Photo Welcome Jane Doe' is visible on the right.

The main content area shows a 'Wizard Steps' sidebar with the following steps: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures, 5. Summary, and 6. Sign and Submit. The 'Sign and Submit' step is currently selected.

A modal window is open in the center, titled 'Final/Dissolution Report'. The modal contains the text: 'The PREVIEW of your document is now ready to be viewed. Please CLICK the PREVIEW button below.' Below this text is a button labeled 'PREVIEW'. In the background, a form is visible with a 'Password' field and a checkbox for an electronic signature consent. The consent text reads: 'By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement'. At the bottom of the form, there are buttons for 'Preview', 'Submit', and 'Save'.

Corrections

Final/ Dissolution Disclosure

If you noticed any information you would like to change, you can navigate back to a previous page and make the corrections.

Quick links to previous pages can be found under Wizard Steps, highlighted here.

The screenshot displays the 'Easy Campaign Finance Portal' interface. The top navigation bar includes links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. The user is logged in as Jane Doe. The main content area is divided into two sections: 'Wizard Steps' and 'Final/ Dissolution Report'. The 'Wizard Steps' section is circled in red and contains a list of steps: 1. Candidate Info, 2. Report Type, 3. Contributions, 4. Expenditures, 5. Summary, and 6. Sign and Submit. The 'Final/ Dissolution Report' section contains a 'Document Name' field with the value 'Final/ Dissolution Report', a 'Password' field, and a checkbox for 'Electronic Signature Consent'. Below the checkbox is a text block explaining the legal implications of signing. At the bottom of the form are 'Preview', 'Submit', and 'Save' buttons.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

- 1. Candidate Info
- 2. Report Type
- 3. Contributions
- 4. Expenditures
- 5. Summary
- 6. Sign and Submit

Final/ Dissolution Report

Document Name: Final/ Dissolution Report

Password:

By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement

Preview Submit Save

Sign And Submit

Final/ Dissolution Disclosure

To finalize your report, enter your password, select the box, and click Submit.

You will receive an email that your submission has been received.

You then receive an email once your document has been accepted or rejected.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

Wizard Steps

- 1.Candidate Info
- 2.Report Type
- 3.Contributions
- 4.Expenditures
- 5.Summary
- 6.Sign and Submit

Final/ Dissolution Report

Document Name: Final/ Dissolution Report

All of the information on this form has been saved. If you are ready to submit this form to the Filing Officer, please e-sign the document by entering your password and checking the box to agree to the signature clause below.

Password:

By signing this Electronic Signature Consent Form, I agree that my electronic signature is the legally binding equivalent to my handwritten signature. Whenever I execute an electronic signature, it has the same validity and meaning as my handwritten signature. I understand that my electronic signature is legally binding. By signing below, I accept the conditions of this agreement

Preview Submit Save

My Submissions

Final/ Dissolution Disclosure

You can view the submitted document at any time by selecting My Submissions and clicking on the name of the document.

Document Statuses are:



Work in Progress



Submitted



Rejected



Accepted

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search My Campaign Finance Edit Account Manager Logout

Account Manager Photo Welcome Jane Doe

My Candidates and Committees

Jane Doe - Canyons School Board

Filer Photo

First Name: Jane
Last Name: Doe
Address: 123 Main St Salt Lake, UT 84102
City, State Zip: Salt Lake, UT 84102
Next Report due: 0 days

Edit Candidate

News File Reports My Submissions Filing Schedule Fines/Fees User Access

All of your Filings are listed here. This list includes those that you have completed and all filings that you are currently editing.

Status	Doc Type	Doc Name	Doc Date	Created	Submitted	Acc/Rej
Amend	Statement of Organization	Statement of Organization	09/19/2024	09/19/2024	09/19/2024	09/19/2024
Amend	County and Local School Board Financial Disclosure Form	April 5, 2024	09/19/2024	09/19/2024	09/19/2024	09/19/2024
	County and Local School Board Financial Disclosure Form	June 18, 2024	09/19/2024	09/19/2024	09/19/2024	

3 total

Upload Bank Statements

Final/ Dissolution Disclosure

To upload your bank statements, navigate back to File Reports and click Upload.

The screenshot shows the 'Easy Campaign Finance Portal' interface. At the top, there is a dark blue header with the portal name, contact information for Salt Lake County, and navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout. A user greeting 'Welcome Just Testing' is visible on the right. Below the header, the main content area is titled 'My Candidates and Committees' and features a dropdown menu set to 'Just Testing - Salt Lake County Mayor'. A horizontal menu contains links for News, File Reports (circled in red), My Submissions, Filing Schedule, Fines/Fees, and User Access. The 'File Reports' section is active, displaying a list of report types: 'Bank Statement Upload', 'Financial Disclosure Form', 'Small Budget Campaign Certificate', and 'Statement of Organization'. Each report type has an 'Upload' button, with the 'Bank Statement Upload' button circled in red. On the left side of the page, there is a profile card for 'Just Testing' with fields for First Name, Last Name, Address, and City, State Zip, along with a 'Next Report due' indicator showing 0 days remaining and an 'Edit Candidate' button.

Upload Bank Statements

Final/ Dissolution Disclosure

Enter a name for the document. It is recommended to use the date on the statement or, if the file is a combination of all required statements, “Dissolution Statements”.

Select Choose File and select the statement to be uploaded.

Enter your password.

Check the box to acknowledge that the bank statement must be coupled with a Final / Dissolution Report.

Click Submit.

The screenshot shows the 'Easy Campaign Finance Portal' interface. The header includes the Salt Lake County logo and contact information: Salt Lake County, Salt Lake City UT 84114, (385) 468-7400. Navigation links for Home, Search, My Campaign Finance, Edit Account Manager, and Logout are present. A 'Welcome Just Testing' message is displayed on the right. The main content area is titled 'Bank Statement Upload' and contains the following fields and instructions:

- Document Name:** A text input field with a red error message: "Document Name is required".
- Choose file:** A button labeled "Choose file" with the instruction "Select a file to upload".
- Password:** A text input field with a red error message: "You must E-Sign by entering your password".
- E-sign instruction:** A paragraph stating: "If you are ready to submit this file to the Filing Officer, please e-sign the document by entering your password below."
- Acknowledgment checkbox:** An unchecked checkbox with the text: "As a reminder, committees wishing to dissolve must also submit a Final / Dissolution Report financial disclosure indicating that the balance of the account is \$0, detailing all contributions and expenditures not listed on any prior reports."
- Submit:** A button labeled "Submit".

Upload Bank Statements

Final/ Dissolution Disclosure

Repeat these steps until you've uploaded all necessary Bank Statements.

The screenshot shows the 'Easy Campaign Finance Portal' for Salt Lake County. The user is logged in as 'Just Testing - Salt Lake County Mayor'. The 'File Reports' tab is selected and circled in red. Under this tab, the 'Bank Statement Upload' section is highlighted with a red circle around the 'Upload' button. Other sections include 'Financial Disclosure Form', 'Small Budget Campaign Certificate', and 'Statement of Organization'. The user's profile information is visible on the left, including name, address, and next report due date.

This screenshot shows the 'Bank Statement Upload' form. The 'Document Name' field has a red error message: 'Document Name is required'. Below it is a 'Choose file' button with the text 'Select a file to upload'. The 'Password' field has a red error message: 'You must E-Sign by entering your password'. At the bottom, there is a checkbox and a note: 'As a reminder, committees wishing to dissolve must also submit a Final / Dissolution Report financial disclosure indicating that the balance of the account is \$0, detailing all contributions and expenditures not listed on any prior reports.' A 'Submit' button is at the bottom.

Viewing Published Reports



Viewing Published Reports

Public Search

Reports that have been accepted, are redacted and published. Those reports can be found by clicking on the Home button.

Easy Campaign Finance Portal

Salt Lake County
Salt Lake City UT 84114
(385) 468-7400

Home Search Register Login

Public Filings Elections

Public Filings for Salt Lake County

Full Name/Committee Name	Office	Filer Type	Status
> Bailey, Kathleen	_Copperton Metro Township	Candidate	Active
> Clayton, Sean	_Copperton Metro Township	Incumbent	Active
> Stitzer, Tessa	_Copperton Metro Township	Candidate	Active
> Brems, David	_Emigration Canyon Metro Township	Candidate	Active
> Harris, Catherine	_Emigration Canyon Metro Township	Candidate	Active
> Hawkes, Jennifer	_Emigration Canyon Metro Township	Incumbent	Active
> Tippetts, Tyler	_Emigration Canyon Metro Township	Candidate	Active
> Bush, Kelly	_Kearns Metro Township	Incumbent	Active
> Butterfield, Chrystal	_Kearns Metro Township	Candidate	Active
> Geertsen, Christopher	_Kearns Metro Township	Candidate	Active
> Schaeffer, Patrick	_Kearns Metro Township	Candidate	Active
> Valdez, Jesse	_Kearns Metro Township	Candidate	Active
> Creno, Tracey	_Sheriff	Candidate	Active
> Rivera, Rosie	_Sheriff	Incumbent	Active
> Roberts, Nicholas	_Sheriff	Candidate	Active