

## Volusia County Policy on Electronic Filing

Candidate or Committee: \_\_\_\_\_

Office: \_\_\_\_\_

To offer the public easier access to campaign finance information, all local candidates and local committees will be required to file their campaign treasurer's reports online through the Volusia County Supervisor of Elections website.

The reporting system, which is provided to you at no cost, expedites filling out and filing of the required financial reports of contributions and expenditures.

Visit the Volusia County Supervisor of Elections website at [www.volusiaelections.org](http://www.volusiaelections.org). Locate the candidate sign-in link found under the *Candidates and Committees* section of our home page. Click on this link to access the reporting system log-in page. If you do not have access to the internet at home, you may visit your local library, or we will make a computer available for you in our office.

Your ID Number for filing is: \_\_\_\_\_

Your Password is: \_\_\_\_\_ (you may change this once you sign in)

Your PIN Number is: \_\_\_\_\_ (you may change this once you sign in)

Candidate  Treasurer

Follow the instructions contained in the *How to File Financial Reports Online* handout to enter your campaign contributions and expenditures, and to submit the report. You may start entering your data at any time during the reporting period. ***(The information is not available to the public until you actually submit the report)*** You may also enter your biographical information and download your photo. ***(This information will not be posted to the site until approved. Please, no derogatory statements.)***

### Policy on Review of Reports

As the filing officer, we are responsible ***only*** to ensure that the reports are complete, not that they are ***"correct."*** However, our office does check the summary page for accuracy.

### Policy on Late Reports

State law requires the electronic report be submitted no later than midnight of the day designated.

If the report has not been received by 4:00 p.m on the due date, a reminder call to the candidate or committee will be made. We will wait two (2) days after the deadline to see if the report has been submitted. On the second day, we mail a certified letter informing the candidate that the report has not been received and is subject to a fine each day the report is late according to Florida Statute. If our office does not receive a response to this letter, the matter will be forwarded to the Florida Elections Commission, and could be determined to be a willful violation. Fines imposed must be paid within twenty (20) days after the receipt of the notice of payment due. The Florida Elections Commission will be notified if fines have not been remitted in a timely matter, and they will pursue the fine.

### Policy on Justifying Late Reports

Reports must be filed timely. There are ***no*** justifiable reasons for filing late reports unless otherwise determined by the Florida Elections Commission. Power outages, malfunction of the computer and/or computer program failure are not valid and acceptable reasons for not filing timely.



# Volusia County Department of Elections

Lisa Lewis, Supervisor of Elections



## Registered Voters as of 12/28/2017 (Includes Active and Inactive Voters)

Democrats	Republicans	NPA	Other	Total
132,859	134,431	114,676	2,161	384,127

<a href="#">Register to Vote</a>	<a href="#">Vote by Mail Request</a>	<a href="#">Precinct Locator</a>	<a href="#">Contact Us</a>
<a href="#">Voter Status</a>	<a href="#">Vote by Mail Status</a>	<a href="#">Provisional Status</a>	<a href="#">Translate</a>

Be Election Ready!



## VOLUSIA COUNTY DEPARTMENT OF ELECTIONS

TO VIEW A SPECIFIC TOPIC, CLICK THE OVAL  NEXT TO YOUR SELECTION

### CANDIDATES & COMMITTEES

- Becoming a Candidate
- Forming a Committee
- Candidate Forms
- Current Candidates/Committees
- Candidate/Committee Log In
- Reporting Schedules
- Campaign Finance Reports
- Petition Initiatives
- Public Records
- FAQs

### PUBLIC OFFICIALS

- Federal
- State
- Judiciary
- County
- Municipal

### DEPARTMENT OF ELECTIONS

- Supervisor of Elections
- About the Department

### ELECTION INFORMATION

- Election Calendar
- Voting Methods/Procedures
- County Canvassing Board
- Election Results
- Precinct Locations
- Military/Overseas Information
- Sample Ballot
- Maps
- FAQs

### POLLWORKER RECRUITMENT/TRAINING

- Becoming a Poll Worker
- Positions
- Application
- Training Opportunities
- FAQs

### LINKS OF INTEREST

- Federal
- State
- County

### VOTER REGISTRATION

- Registration Information
- Statistics and Reports
- Exemption from Public Records
- Clemency/Restoration of Civil Rights
- Check Voter Status
- Update Voter Information
- FAQs

### VOTER EDUCATION

- Press Room
- Voters Rights & Responsibilities
- Voters Guide
- Public Awareness Programs
- Voter Registration Drive Info
- School Outreach
- FAQs