

# eDisclosure for Filers: file your Form 700 online!

## • Prepare and submit your Form 700 Statement of Economic Interests

- Prepare and submit your Form 700 Statement of Economic Interests online – no printing or signature required.
- eDisclosure uses a secure database with user-based login. Don't have login information? Contact your agency's filing official.
- If you have an email address in eDisclosure, look for an email notification in early to mid-February to start your Annual filing. If you need to update your email address, contact your filing official.
- eDisclosure already has information about your position and will help you prepare your form using details such as your position title, dates in your position, and disclosure requirements.
- Automatic form validation and error checking reduce the likelihood of requests for further information.
- eDisclosure provides you with the ability to:
  - Copy over information from forms previously prepared in eDisclosure.
  - Complete multiple forms at once.
  - Save your form while in progress to complete at a later date.
- You can view, amend, and print prior filings.
- Need help? While logged into eDisclosure, look for the blue question mark icon for instructions and information. Reference pamphlets, videos, and user guides are available in eDisclosure under "Help."
- Visit [www.sccgov.org/Form700](http://www.sccgov.org/Form700) for a link to eDisclosure.
- Please note: if you assumed office after October 1, 2021 and submitted an Assuming Office Statement, you are exempt from the Annual filing due April 1, 2022.

To access eDisclosure or file a Form 700 please visit the Santa Clara County Clerk of the Board of Supervisors' website at [www.sccgov.org/Form700](http://www.sccgov.org/Form700).