

DATE: July 15, 2024
TO: Council Candidate Form 700 Filers
FROM: Leilani I. Brown, City Clerk
SUBJECT: CANDIDATE FILING NOTIFICATION - E-FILING FORM 700

The Fair Political Practices Commission (FPPC) designates Council Candidates as being required to file a Statement of Economic Interests (Form 700). The regulations indicate the applicable disclosure categories for each position. You are required to file even if you do not have any reportable interests.

In an effort to simplify and expedite the filing procedure, the City of Newport Beach will use NetFile's electronic filing system to file the Form 700. Online filing is available 24/7 from any computer with internet access. NetFile will save you time, ensure required data is complete, and eliminate the need for filing amendments. Moreover, all data is saved for future filings. You will not need to print, sign, or mail your Form 700. Once online filing is completed, no further action is required.

The candidate filing covers the prior calendar year (January 1 through December 31, 2023), unless otherwise indicated. **The candidate Form 700 must be submitted prior to or at the same time to turning in the nomination paperwork.**

To begin, access the [NetFile Filing Portal \(https://netfile.com/filer\)](https://netfile.com/filer) user log-in page. Next, click the "New User? Request a Password" link (under "Form 700 (SEI) Filers") to receive an e-mail from NetFile with a link to receive a unique password. You will need to use the same e-mail address at which you received this notification. You will be able to change the e-mail address later if you wish. Once you log in to the system, your account contains links to various types of documentation including an on-screen page help, printable PDF help files, and video tutorials.

Filers are encouraged to use business (not home) contact information on the Form 700. Please remember that the Form 700 is a public record and will be disclosed upon request.

For filers who have nothing to disclose, i.e., no reportable interests, and are only filing for one department and one position, you may use NetFile's smart device application to make your filing instead of filing from your computer. For an iPhone or iPad, download the app from iTunes. For an Android phone or tablet, download the app from Google Play.

Visit <https://netfile.com/content/mobileapps> for direct links to download the application and further information about using NetFile's mobile app.

For any questions regarding filing requirements, please contact the Fair Political Practices Commission at 1-866-ASK-FPPC (1-866-275-3772) Monday - Thursday from 9:00 a.m.-11:30 a.m.

For questions regarding the NetFile application or program, contact NetFile via email at filerhelp@netfile.com.

For any other questions, please contact the City Clerk's Office at 949-644-3005 or by email at cityclerk@newportbeachca.gov.