



STATE OF FLORIDA

JUDICIAL QUALIFICATIONS COMMISSION

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MEMORANDUM

TO: All Judges and Justices of the Florida Supreme Court, District Courts of Appeal, Circuit Courts, County Courts, and Senior Judges

FROM: Alexander J. Williams, General Counsel 

DATE: April 11, 2023

SUBJECT: Financial Disclosure Reports for 2022

To fulfill financial disclosure reporting requirements for 2022, all judges must file Form 6 (electronically via EFDMS) and 6A (hardcopy by mail) with the Florida Commission on Ethics. Copies of those disclosures must also be provided with the Judicial Qualifications Commission (JQC), pursuant to Canon 6 of the Florida Code of Judicial Conduct. Form 6B must also be provided to the JQC.

The three forms listed below must be filed on or before, **July 1, 2023**.

1. **Form 6** "Full and Public Disclosure of Financial Interests"
File the form with the **Commission on Ethics** utilizing the Electronic Financial Disclosure Management System (EFDMS). Send a complete **copy** to the **JQC**.
2. **Form 6A** "Disclosure of Gifts, Expense Reimbursements or Payments, and Waivers of Fees and Charges"
Send the **original** form to the **Commission on Ethics**. Send a complete **copy** to the **JQC**.
3. **Form 6B** "Report of Business Interests"
Send to the **JQC only**. The Commission on Ethics does not receive this form.

JQC Filing Instructions:

Scan completed forms (6, 6A, and 6B) as one *.pdf* file and email to Madeline Cook, at mcook@floridajqc.com. We will acknowledge receipt by return e-mail.

This memo along with Forms 6A and 6B, are being provided to the Chief Judge of each court for distribution to all judges. We are not providing a courtesy copy of Form 6 this year. See FAQ #1.

*Enclosures: Forms 6A, and 6B
FAQ*

JQC Financial Disclosures Frequently Asked Questions (FAQ)

1. What about electronic filing for Form 6 and 6A?

Form 6 must be filled out and filed **electronically** with the Commission on Ethics, using the Commission on Ethics' EFDMS filing portal.

Form 6A must must be sent to the Commission on Ethics in **hardcopy**. (Please do not attach your 6A to your electronic Form 6 submission to the Commission on Ethics. The computer system will not recognize the 6A attachment and your 6A will not be recorded as filed).

The Commission on Ethics' EFDMS e-filing portal for Form 6 can be accessed, here:
<https://disclosure.floridaethics.gov/Account/Login?ReturnUrl=%2f>

Questions about electronic filing? Call the Commission on Ethics or check their website for the latest news, at: (850) 488-7864 or <http://www.ethics.state.fl.us/>.

Bottom Line: The changes around filing Form 6 do not alter a judge's obligation to provide a **copy** of the completed Forms 6 and 6A to the JQC.

Form 6

After filing Form 6 electronically with the Commission on Ethics, simply print, scan, and email a copy of the completed form to JQC.

Form 6A

After completing Form 6A, simply mail the original form to the Commission on Ethics, and scan and email a copy of the completed form to JQC.

Form 6B

Send by email only to JQC.

2. Are scanned submissions considered "original" documents?

Yes. For Financial Disclosures, the JQC considers a digital submission as an original. Once your emailed filings have been received and acknowledged by JQC, you do not need to mail any hardcopies to JQC.

3. Do I have to file a Form 6A or 6B if I have not received any gifts, reimbursements, or do not hold any business interests?

Yes. All Judges must file all three forms, indicating "none" or "N/A" where appropriate.

4. Are Senior Judges required to file these disclosures?

Yes. Like active judges, Senior Judges who are eligible for recall are required to make these disclosures to both the JQC and the Commission on Ethics, regardless of whether they served during the reporting year.

5. What if I retired during, or at the end of the reporting period (calendar year) and I am not seeking Senior Judge status?

You will need to make the appropriate disclosures if you were a judge during any part of the reporting period.

6. What if I cannot email the forms to JQC?

If you have a hardship, or are unable to use email, you may send your disclosures by US Mail to:

Judicial Qualifications Commission
Attn: Madeline Cook
P.O. Box 14106
Tallahassee, Florida 32317

Please note: UPS and FedEx will not deliver to a P.O. Box.

7. What if I have specific questions about what I need to disclose?

The JQC and its staff cannot give advice on what to disclose, however there are several resources where you can find additional information:

- Canons 5 & 6 of Florida Code of Judicial Conduct;
- Supreme Court Opinion SC18-648 (addressing reimbursements from State of Florida);
- JEAC Opinion 2018-07 (relating to gift and reimbursement disclosures on Form 6A);
- Questions for JEAC: jeac@flcourts.gov
- The Florida Commission on Ethics: (850) 488-7864 or ethics.state.fl.us (as to Form 6)

Form 6A. Disclosure of Gifts, Expense Reimbursements or Payments, and Waivers of Fees and Charges

All judicial officers must file with the Florida Commission on Ethics a list of all reportable gifts accepted, and reimbursements or direct payments of expenses, and waivers of fees or charges accepted from sources other than the state or a judicial branch entity as defined in Florida Rule of Judicial Administration 2.420(b)(2), during the preceding calendar year as provided in Canons 5D(5)(a) and 5D(5)(h), Canon 6A(3), and Canon 6B(2) of the Code of Judicial Conduct, by date received, description (including dates, location, and purpose of event or activity for which expenses, fees, or charges were reimbursed, paid, or waived), source's name, and amount for gifts only.

Name: _____ Work Telephone: _____

Work Address: _____ Judicial Office Held: _____

1. Please identify all reportable gifts, bequests, favors, or loans you received during the preceding calendar year, as required by Canons 5D(5)(a), 5D(5)(h), and 6B(2) of the Code of Judicial Conduct.

DATE	DESCRIPTION	SOURCE	AMOUNT
			\$
			\$
			\$
			\$

Check here if continued on separate sheet

2. Please identify all reportable reimbursements or direct payments of expenses, and waivers of fees or charges you received during the preceding calendar year, as required by Canons 6A(3) and 6B(2) of the Code of Judicial Conduct.

DATE	DESCRIPTION (Include dates, location, and purpose of event or activity for which expenses, fees, or charges were reimbursed, paid or waived)	SOURCE

Check here if continued on separate sheet

CONTINUE TO PAGE 2 FOR OATH

OATH

State of Florida

County of _____

I, _____, the public official filing this disclosure statement, being first duly sworn, do depose on oath and say that the facts set forth in the above statement are true, correct, and complete to the best of my knowledge and belief.

(Signature of Reporting Official)

(Signature of Officer Authorized to Administer Oaths)

My Commission expires _____

Sworn to and subscribed before me this

_____ day of _____, 20_____

Form 6B. Report of Business Interests

Instructions: List the names of any corporations or business entities, not otherwise identified on Form 6, in which you had a financial interest as of December 31 of the preceding year. If no business interests, or the interests are already identified on Form 6, then indicate "None," or "N/A." Attach additional pages as necessary. This form is filed only with the JQC.

Name of Judge: _____ Telephone: _____

Address: _____ Position: _____

Name of Business Entity

Address of Business Entity

I certify that the foregoing information is complete, true, and correct.

JUDGE'S SIGNATURE

OATH

State of Florida,
County of _____.

Sworn to (or affirmed) and subscribed before me by means of

physical presence or online notarization, this _____ day of _____,

20____, by _____ (Name of Judge).

Notary Seal

(Signature of Notary)

Personally Known _____ or Produced Identification _____.

Identification Produced: _____.