



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: Blan L. Teagle, Executive Director *BLT*

DATE: April 18, 2024

SUBJECT: Financial Disclosure Reports for 2023

To comply with financial disclosure reporting requirements, all judges must file the forms listed below on or before **July 1, 2024**.

1. **Form 6** "Full and Public Disclosure of Financial Interests"
Complete and 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 a hardcopy **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 all three 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.

As a courtesy, 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. This memo and its attachments may also be downloaded from the JQC's website at www.floridajqc.com.

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

JQC Financial Disclosures Frequently Asked Questions (FAQ)

1. What about electronic filing for Forms 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.

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

Form 6A must be sent to the Commission on Ethics in **hardcopy**. Do not attach Form 6A to your electronic Form 6 submission. The Commission on Ethics' EFDMS system will not register receipt of 6A's electronically submitted.

Have Questions or need help with 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:

Form 6

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

Form 6A

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

Form 6B

Send by email only to JQC.

2. What if I took office this year? Do I need to file disclosures for last year when I was not in office?

Yes. The Commission on Ethics has advised that any judges who are in office prior to July 1 of any year, must file disclosures for the previous year (even if they were not in office then).

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. 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.

7. 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 regular 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.

8. 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)