

CF-18**TERMINATION OR RESIGNATION REQUEST FORM
NO-ACTIVITY REPORT & IN-LIEU-OF STATEMENT FORM**NEW YORK STATE BOARD OF ELECTIONS
THIS FORM MUST CONTAIN ORIGINAL SIGNATURES IN INK AND BE COMPLETED IN FULL

Treasurer/Candidate Name: _____ Filer ID#: _____

Committee Name: _____

Please check the applicable box(es) in Sections A, B and C:

A. I am the committee treasurer **-or-** I am the candidate

B. I am submitting this form for the following purpose(s):

1. **Requesting termination of the committee/candidate's filing obligation as of the report indicated below.**2. **Requesting resignation as treasurer of the committee as of the report indicated below.**3. **Filing No-Activity Report for the period indicated below.**

In order to qualify to file a No-Activity Report, there cannot have been any activity (i.e., receipts and/or expenditures, including interest, dividends and bank charges or outstanding loans or liabilities) during the reporting period and, therefore, there are no transactions to report. Filing a No-Activity Report may be done via the EFS Web Application, or by checking this box and the applicable reporting period indicated below.

4. **Filing In-Lieu-Of Statement for the period indicated below.**

In order to qualify to file an In-Lieu-Of Statement, you must be a candidate and/or an authorized committee solely supporting one candidate or a committee involved solely in promoting the success or defeat of a ballot proposal, and at the close of the applicable reporting period, neither the total receipts nor the total expenditures of the campaign have exceeded \$1,000. If you have previously filed an In-Lieu-Of Statement and find that you now exceed this \$1,000 threshold, you must file an itemized report covering all transactions since the beginning of the campaign. Once an itemized report is required, you may not file an In-Lieu-Of Statement for any future reporting period.

C. For the purpose(s) indicated in section B above, the following report is to be used as a final financial disclosure report accompanying this resignation or termination request; AND/OR is to be filed as a No-Activity report or In-Lieu-Of Statement:

1. 32 Day Pre-Primary

7. 32 Day Pre-Special

2. 11 Day Pre-Primary

8. 11 Day-Pre-Special

3. 10 Day Post Primary*

9. 27 Day Post Special*

4. 32 Day Pre-General

10. January Periodic, 20 _____

5. 11 Day Pre-General

11. July Periodic, 20 _____

6. 27 Day Post-General*

12. Off Cycle Report (A report which does not correspond to any specific filing period)

*Campaign material or a disclaimer must be submitted with post election reports.

I state that the information contained in the disclosure report referenced above is in all respects true and complete to the best of my knowledge, information and belief.

Name- print or type

Candidate/Committee Treasurer Signature**

Title

Date Signed

Contact Phone Number

**Copies of signatures, including those on faxes, PDFs, or other electronic files, are not acceptable.

Knowingly including false information in the disclosure report identified above or on this form constitutes a Class A Misdemeanor, punishable by a fine and/or imprisonment. See Penal Law §210.45.

FORM CF-18 INSTRUCTIONS

This form must contain original signature(s) in ink .
Copies of signatures, including those on faxes, PDFs, or other electronic files, are not acceptable.

A candidate or committee treasurer must file this form at the New York State Board of Elections (NYSBOE). Please provide name(s) and Filer ID# and check all applicable box(es) in Sections A, B, and C. Incomplete forms will be rejected.

To request termination of the committee or candidate's filing obligation:

- Filers with NYSBOE must submit this fully completed paper request form (CF-18) when submitting a final campaign financial disclosure termination report.
- A final itemized campaign financial disclosure report must be filed using the Electronic Filing System (EFS) Web Application, **or** a non-itemized campaign financial disclosure report (i.e., No-Activity Report) may be filed using the EFS Web Application or by paper using this CF-18 form, if applicable.
- All previously required campaign financial disclosure reports must have been filed to date.
- The committee bank account must have an ending cash balance of \$0, which also must be reflected in the filer's final financial disclosure report.
- All outstanding loans or liabilities must have been repaid or forgiven, and required letters of forgiveness/ indebtedness must have been submitted to the NYSBOE.

Notes about termination: Termination can be requested with Periodic, Post-Primary, Post-General, and Post-Special Election report filings. Termination can also be requested with an Off-Cycle report, which is defined as a report which does not correspond to any specific filing period. All applicable reports must continue to be filed until termination is approved by NYSBOE.

To request resignation as treasurer of the committee:

- Filers with NYSBOE must submit this fully completed paper request form (CF-18) when submitting a final campaign financial disclosure treasurer resignation report.
- A treasurer's final itemized campaign financial disclosure report must be filed using the Electronic Filing System (EFS) Web Application, **or** a non-itemized campaign financial disclosure report (i.e., No-Activity Report) may be filed using the EFS Web Application or by paper using this CF-18 form, if applicable.
- A campaign financial disclosure report submitted electronically that is intended to be a resignation report cannot be processed as a resignation report unless a completed CF-18 form is submitted as well.
- Treasurers should submit their letter of resignation to the candidate of an authorized committee, or the committee chair of the Party or Constituted Committee. Attach a copy of the resignation letter to this CF-18 Form.
- All previously required campaign financial disclosure reports must have been filed to date.

Notes about resignation: A treasurer can request resignation with Periodic, Primary, General, or Special Election report filings. A treasurer can also request resignation with an Off-Cycle report, which is defined as a report which does not correspond to any specific filing period. The new treasurer must submit amended CF-02, CF-03, and CF-16 forms, as applicable.

To file a No-Activity Report (non-itemized campaign financial disclosure report):

Filers with NYSBOE can submit a No-Activity Report via the EFS Web Application -OR- by submitting this fully completed paper request form (CF-18).

To file an In-Lieu-Of Statement (non-itemized campaign financial disclosure report):

Filers with NYSBOE can submit an In-Lieu-Of Statement Report via the EFS Web Application -OR- by submitting this fully completed paper request form (CF-18).

Once completed, this form - with original signature(s) in ink - must be mailed to:

**NYS Board of Elections
Attn: Compliance Unit
40 North Pearl Street, Suite 5
Albany, NY 12207**