

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**