

CREATING A NEW ACCOUNT IN THE ELECTRONIC FINANCIAL DISCLOSURE FILING SYSTEM



The screenshot shows the homepage of the Maryland Financial Disclosures system. The browser address bar displays <https://efds.ethics.maryland.gov>. The page features a header with the Maryland logo and navigation links for Maryland.gov, State Ethics Commission, and State Agencies. The main content area is titled "Maryland Financial Disclosures" and includes a "Welcome!" message. Below the welcome message, there are two main sections: "Disclosure Filer" and "Public Viewer". The "Disclosure Filer" section includes a description of the system and a "Create Account" button, which is highlighted by a red arrow. The "Public Viewer" section also includes a "Create Account" button. To the right of these sections is a "Login" section with fields for "Email" and "Password", a "Forgot your password?" link, and a "Login" button.

Welcome!

This electronic system facilitates financial disclosure filing for state employees, elected and appointed officials, and board members. Private citizens may also use this site to access public disclosures after providing their name and home address.

Disclosure Filer

Join to submit your financial disclosure statements and access State Ethics training

Create Account

Public Viewer

Join to view financial disclosure statements filed by Maryland State Public Officials

Create Account

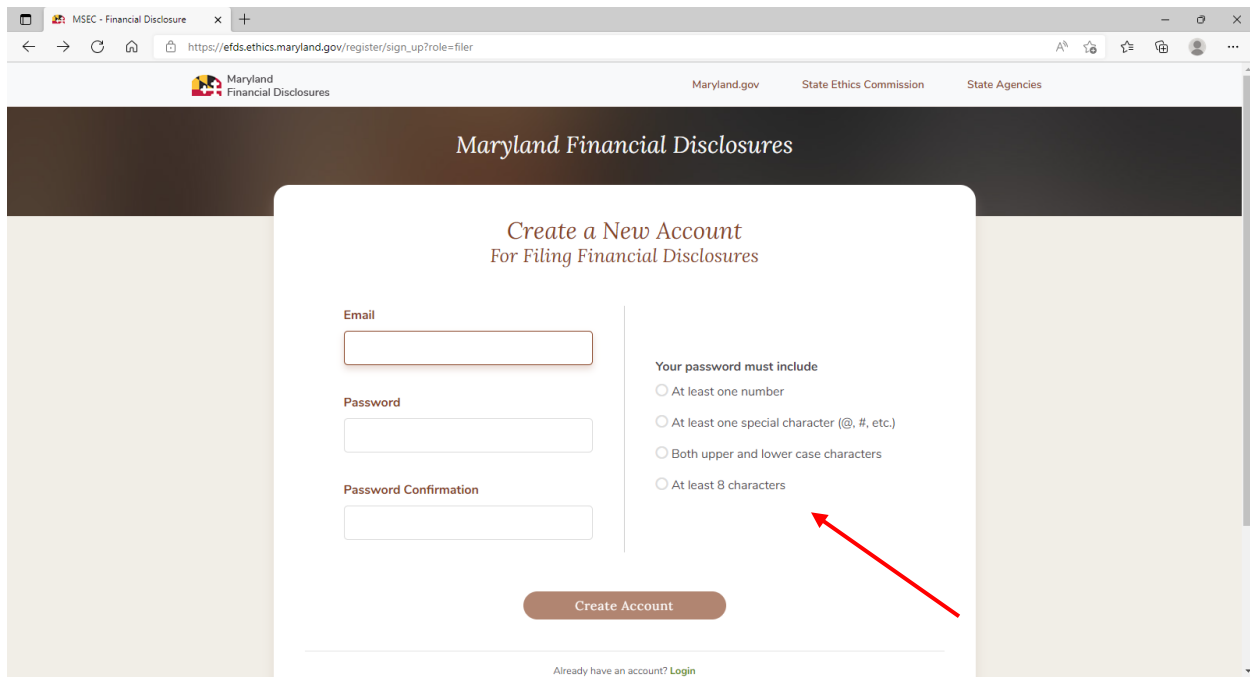
Login

Email

Password

Forgot your password?

Login



The screenshot shows the "Create a New Account" page for filing financial disclosures. The browser address bar displays https://efds.ethics.maryland.gov/register/sign_up?role=filer. The page features a header with the Maryland logo and navigation links for Maryland.gov, State Ethics Commission, and State Agencies. The main content area is titled "Maryland Financial Disclosures" and includes a "Create a New Account" section. This section has fields for "Email", "Password", and "Password Confirmation". To the right of these fields, there are password requirements: "Your password must include" followed by four radio button options: "At least one number", "At least one special character (@, #, etc.)", "Both upper and lower case characters", and "At least 8 characters". A red arrow points to the "At least 8 characters" option. Below the fields and requirements is a "Create Account" button. At the bottom of the page, there is a link for "Already have an account? Login".

Create a New Account
For Filing Financial Disclosures

Email

Password

Password Confirmation

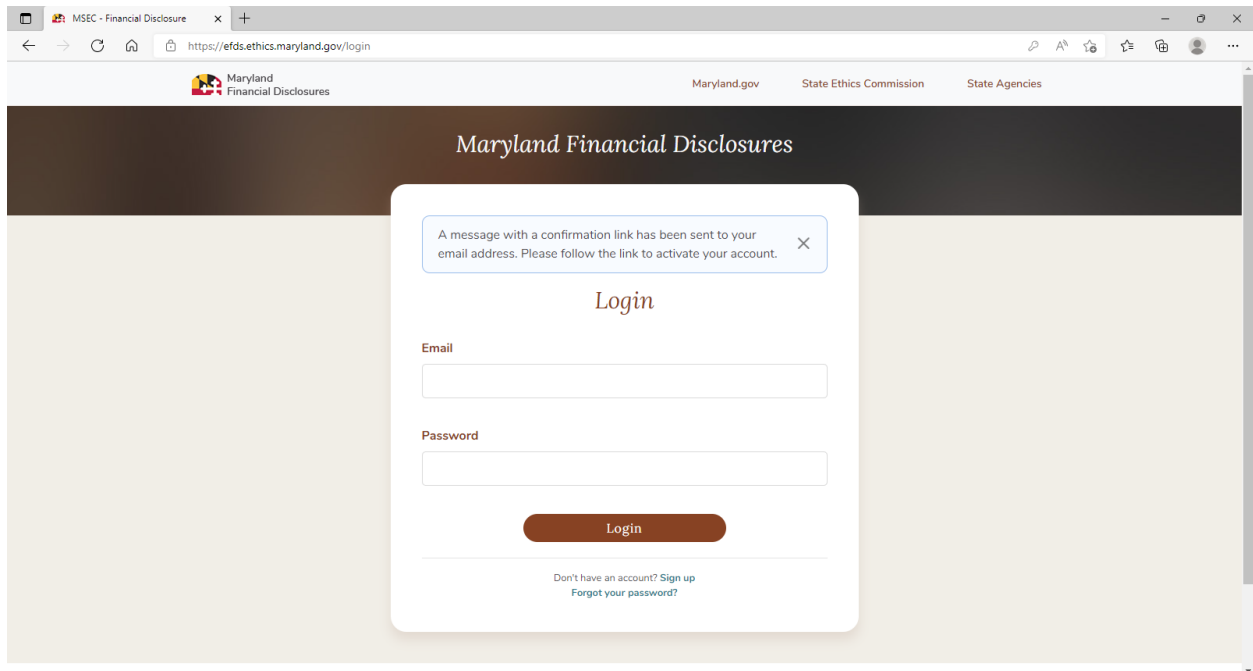
Create Account

Already have an account? [Login](#)

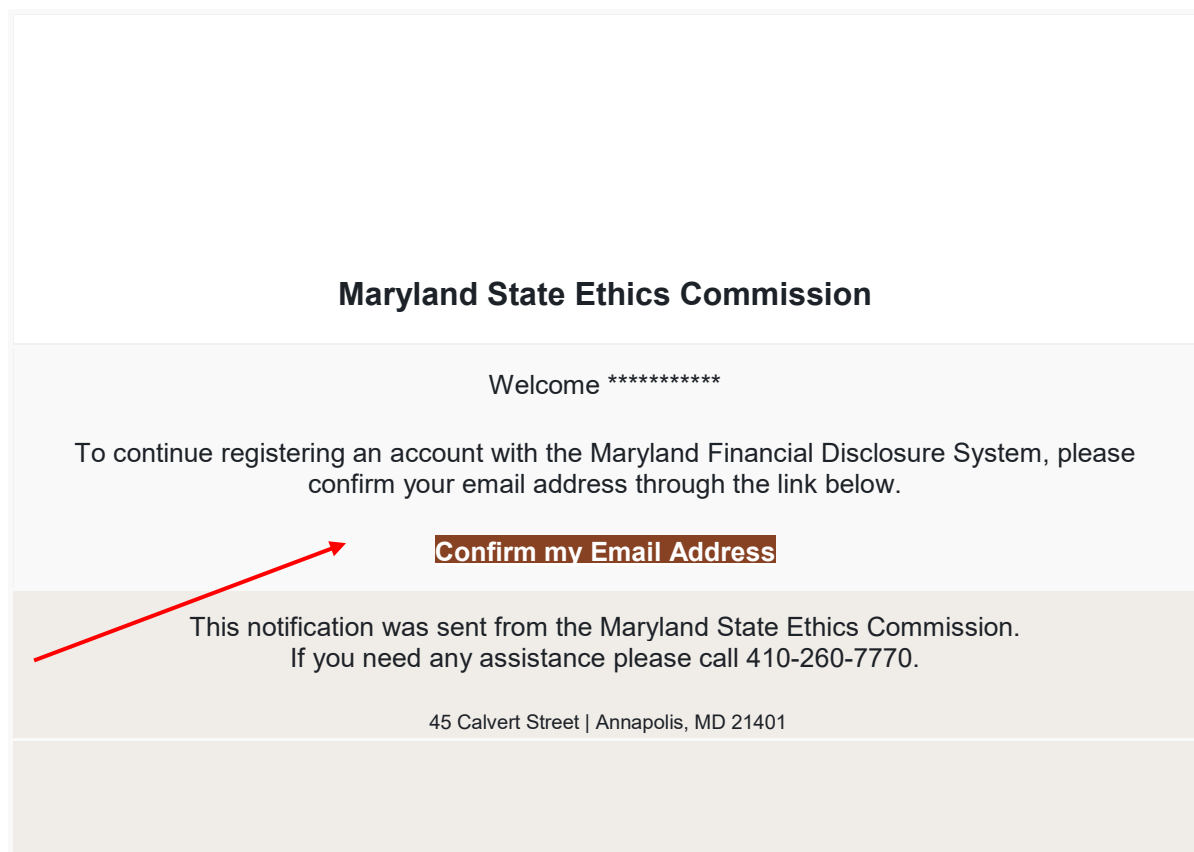
Your password must include

- ☐ At least one number
- ☐ At least one special character (@, #, etc.)
- ☐ Both upper and lower case characters
- ☐ At least 8 characters

Make sure your password meets all the requirements.



Check your email for the confirmation. (It may go to SPAM so check there as well.)



Click “Confirm my Email Address” then log in with your email and password.

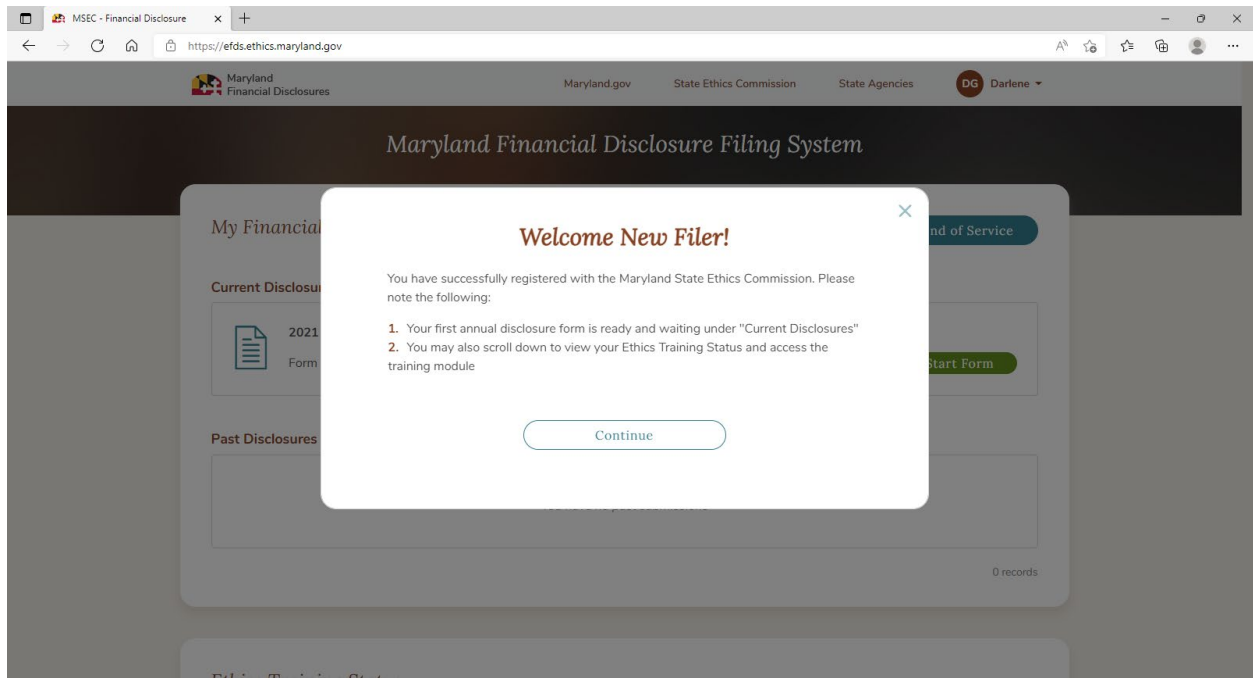
You will need to complete the registration process.

The image shows a web browser window with the URL <https://efds.ethics.maryland.gov/register/profile/edit>. The page is titled "Maryland Financial Disclosures" and features a navigation bar with links to "Maryland.gov", "State Ethics Commission", "State Agencies", and "Log out".

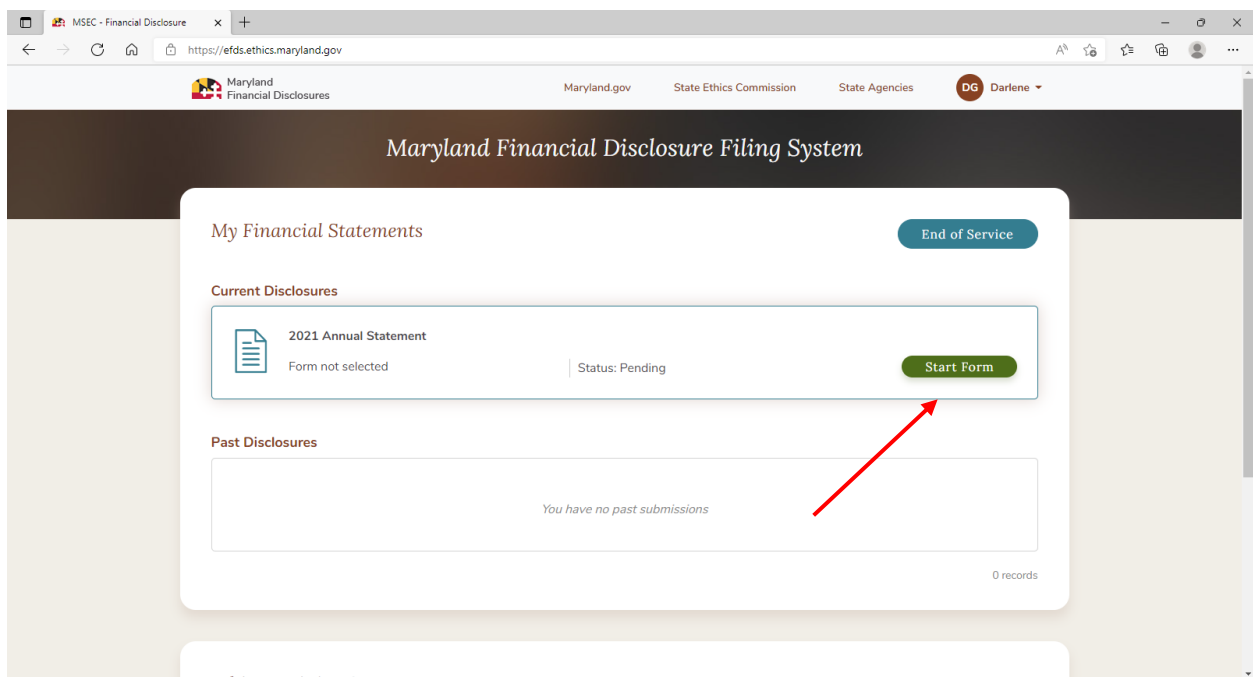
The main content area is a registration form with the following sections:

- Registration**
 - First Name * (text input)
 - Middle (text input)
 - Last Name * (text input)
 - Suffix (dropdown menu, currently set to "None")
 - Aliases (text input, with placeholder text: "e.g. maiden name, name change, versions of hyphenated name, etc.")
 - Phone * (text input, placeholder: "xxx-xxx-xxxx")
 - Email (text input, placeholder: "xxxxxx@xxxxxx.com")
 - Secondary Email (text input, placeholder: "Please include for post-employment correspondence")
 - Current Position / Office Held * (text input, placeholder: "Type your role in agency, office held or input 'candidate for office'")
 - Affiliation to State of Maryland (input all that apply) * (checkboxes for various roles)
- Affiliation to State of Maryland (input all that apply) ***
 - Agency (text input, placeholder: "Type to search for your Agency")
 - Division (text input)
 - Board or Commission (text input, placeholder: "Type to search for your Board or Commission")
 - Office of Candidacy (non-incumbent) (dropdown menu, currently set to "None")
- Mailing Address ***
 - Street (text input)
 - City * (text input, placeholder: "City")
 - State * (dropdown menu, placeholder: "Please Select")
 - Zip * (text input, placeholder: "Zip")

A red arrow points to the "Register" button at the bottom of the form.



Click "Start Form" to complete your first filing.



Define your Role to Select Form

The Public Ethics Law of Maryland requires that certain identified government officials and employees disclose their financial affairs annually as a tool to guard against conflicts of interests and to assure the public that State business is being properly conducted. This electronic filing system will assist you in selecting the correct disclosure form for your statement.

Please choose from the following options for the appropriate disclosure form. Select all roles that apply.

 State Employee <input type="checkbox"/>	 Legislator (Sitting and Incumbent Candidates) <input type="checkbox"/>	 Elected State Official (Non-Legislator) <input type="checkbox"/>	 Candidate for State Office or Legislature (Non-Incumbent) <input type="checkbox"/>	 Board or Commission Member <input type="checkbox"/>
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Save & Exit Continue

Choose your roles carefully.

Please choose from the following options for the appropriate disclosure form. Select all roles that apply.

 State Employee <input checked="" type="checkbox"/>	 Legislator (Sitting and Incumbent Candidates) <input type="checkbox"/>	 Elected State Official (Non-Legislator) <input type="checkbox"/>	 Candidate for State Office or Legislature (Non-Incumbent) <input type="checkbox"/>	 Board or Commission Member <input type="checkbox"/>
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Are you the head of a Principal Department in the Executive Branch? ⓘ

☐ Yes ☒ No

Save & Exit Continue

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© Maryland Financial Disclosure Filing System

There are only 20 heads of Principal Departments.

Secretary of a principal department in the Executive Branch - § 8-201 of the State Government Article defines the Principal Departments of the Executive Branch as follows:

- (1) Aging;
- (2) Agriculture;
- (3) Budget and Management;
- (4) Commerce;
- (5) Disabilities;
- (6) the Environment;

- (7) Emergency Management;
- (8) General Services;
- (9) Health;
- (10) Housing and Community Development;
- (11) Human Services;
- (12) Information Technology;
- (13) Juvenile Services;
- (14) Labor;
- (15) Natural Resources;
- (16) Planning;
- (17) Public Safety and Correctional Services;
- (18) State Police;
- (19) Transportation; and
- (20) Veterans Affairs

IF YOU ARE A BOARD OR COMMISSION MEMBER AND ON ONE OF THE LISTED BOARDS, YOU WILL BE FILING FILE FORM 1.

The screenshot shows a web browser window with the URL https://efds.ethics.maryland.gov/statements/62683c2eb61f092aaca9e7a8/select_form. The page features five selection boxes: State Employee, Legislator (Sitting and Incumbent Candidates), Elected State Official (Non-Legislator), Candidate for State Office or Legislature (Non-Incumbent), and Board or Commission Member. The 'Board or Commission Member' box is selected, indicated by a green checkmark. Below this, a dropdown menu is open, displaying a list of boards and commissions. A red arrow points to the dropdown menu. The list includes: Board of Appeals (Department of Labor), Board of Contract Appeals, Liquor Control Boards & Board of License Commissioners, Maryland Auto Insurance Fund (MAIF) Board of Trustees, Maryland-National Park and Planning Commission, Parole Commission, Public Service Commission, State Lottery & Gaming Control Commission, Washington Suburban Sanitary Commission, Washington Suburban Transit Commission, Workers' Compensation Board, and a link to 'All other Boards/Commissions'.

Please select your Board or Commission from the available options

Please Select

- Please Select
- Board of Appeals (Department of Labor)
- Board of Contract Appeals
- Liquor Control Boards & Board of License Commissioners
- Maryland Auto Insurance Fund (MAIF) Board of Trustees
- Maryland-National Park and Planning Commission
- Parole Commission
- Public Service Commission
- State Lottery & Gaming Control Commission
- Washington Suburban Sanitary Commission
- Washington Suburban Transit Commission
- Workers' Compensation Board
- [All other Boards/Commissions](#)