



# Filing a Statement of Economic Interests

## What you will need:

- Your “Time to File” notification letter(s) with your Filer ID(s) and Registration Key(s):
- Your pertinent professional and financial information
- A working email address

JOHN DOE  
 123 E. HARMONY DR.  
 CHICAGO, IL 60602  
 Filer ID: 55555  
 Registration Key: st4pvre

## STEP 1: Register/Verify your account

- On [cookcountyclerk.com/ethics/econinterest](http://cookcountyclerk.com/ethics/econinterest), click on “File” under Statement of Economic Interests.
- Enter your filer ID and registration key under “Register Now.”

- Confirm your email address, which will also be your user name. Your filing confirmation will be sent to this email address.
- Choose a password.

## STEP 2: My Information

- Review your contact information and make sure it is accurate.

## STEP 3: My Agency

- Review your agency information. If your title is incorrect, please contact your agency.
- If you believe your Statement of Economic Interests should be filed for more agencies, click the blue “ADD AGENCY” button.

**3 Step 3: My Agency**  
 Please review the agency listed below to verify that it is the agency with which you are affiliated. Then click on Save & Continue. If not, contact us at (312) 603-1121.  
 If you are required to file by more than one agency, click on the blue "ADD AGENCY" box below.

Agency Code	Name	Title
5017-0	COOK COUNTY CLERK, OFFICE OF THE	CLERK

← Back      ADD AGENCY      Save & Continue →

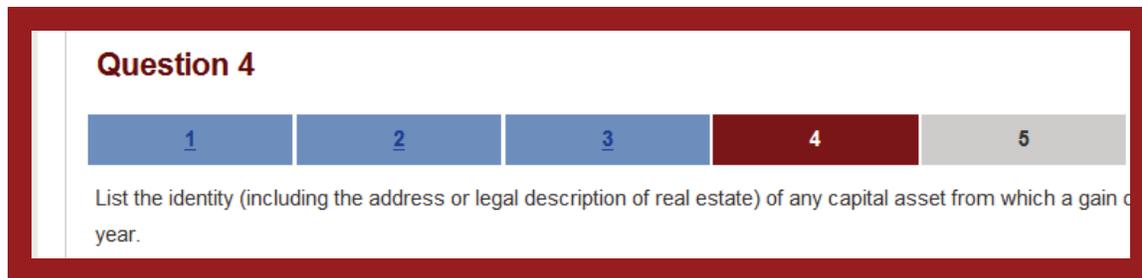
» **If you are required to add an agency, you should have received another “Time to File” letter with a Filer ID and Registration Key for that agency.**



# Filing a Statement of Economic Interests

## STEP 4: My Statement

- Complete each of the eight questions.
- You can track your progress throughout your questionnaire using the numbered progress bar and click on the number of any previous question to which you wish to return.



**Question 4**

1 2 3 4 5

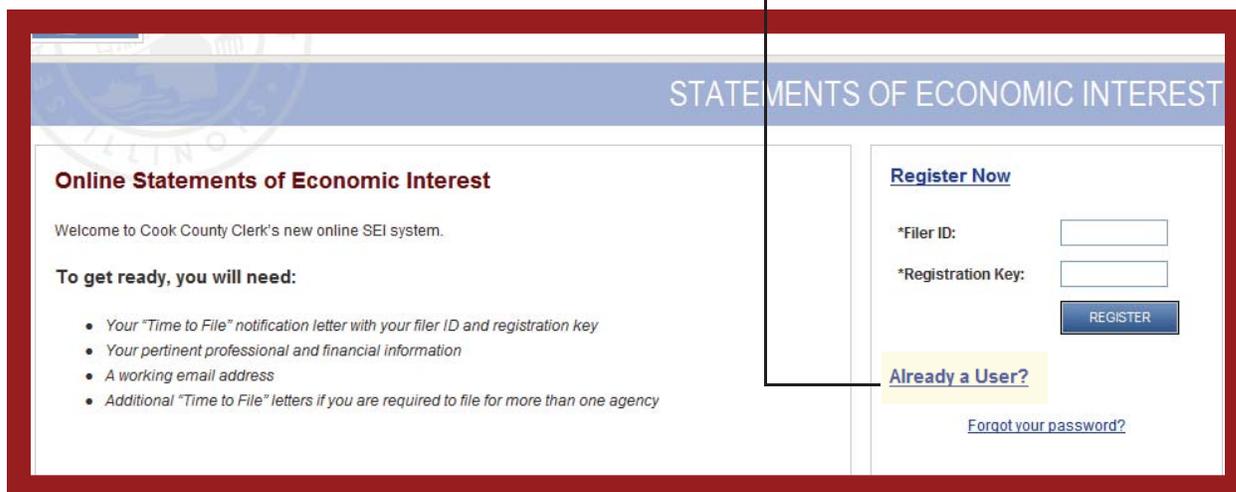
List the identity (including the address or legal description of real estate) of any capital asset from which a gain of \$1,000 or more was realized in the year.

## STEP 5: Submit Statement

- Review your answers and verify that each is complete and accurate to the best of your knowledge.
- Click "Submit Statement" to complete your filing.
- Print a copy for your records.
- If you wish to amend your statement, you may do so until the May 1 deadline.

## Logging in again

- To log in after you have registered, click "Already a User?" and enter your user name (email address) and password.



STATEMENTS OF ECONOMIC INTEREST

**Online Statements of Economic Interest**

Welcome to Cook County Clerk's new online SEI system.

**To get ready, you will need:**

- Your "Time to File" notification letter with your filer ID and registration key
- Your pertinent professional and financial information
- A working email address
- Additional "Time to File" letters if you are required to file for more than one agency

**Register Now**

\*Filer ID:

\*Registration Key:

**REGISTER**

**Already a User?**

[Forgot your password?](#)

If you have any questions or difficulties, please call the Clerk's Ethics Department at (312) 603-1121.