

How to File a Report with No Activity

<https://financial-disclosures.sos.arkansas.gov/index.html#/index>

- Log into your Financial Disclosure account.
- Click on the “Reports” tab on the left side of the screen.
- You will have two different tabs to select from, “Unfiled” and “Filed”. Click on “Unfiled”. This will show a list of all your reports that you have not yet filed.
- Find the report you are filing, and click on the three black dots all the way to the right and Select “Begin Filing”
-If you see “Reporting Activating” on the right side of your screen and do not see the three black dots, above “Reporting Activity” you should see a small icon that looks like a piece of paper with three lines on it. Click on it and this will expand your screen and allow you to see the three black dots.
- Your report should now be open for you to file. Make sure all the information is correct (everything should have 0), if so click on the blue “File Report” button at the top of the page.
- A conformation will pop up for you to confirm that you are wanting to file your report. Select “Ok”.
- Your report should now be in your “Filed” list.

If you have any questions or concerns please don't hesitate to call. 501-682-5070