
December Bulletin for Third Party Advertisers

Financial Filing

All Third Party Advertisers must file a [Financial Statement – Auditors Report \(Form 8\)](#) detailing your campaign finances during the initial campaign period. You are required to file this even if you did not raise or spend any money and even if you extended your campaign period.

The deadline for filing your financial statement(s) with the City Clerk is as follows:

- **Tuesday, February 13, 2024 by 2 p.m.** for the initial financial statement
- **Wednesday, August 14, 2024 by 2 p.m.** for the supplementary financial statement (only required if you filed a [Notice of Extension of Campaign Period \(Form 6\)](#) to extend your campaign period)

Detailed information on financial filing requirements—including auditor's reports, campaign and filing extensions, surpluses, correcting errors, etc.—can be found in the Notice of Financial Filing Requirements and Penalties.

How to File your Financial Statement

Third Party Advertisers have various options and tools for filing a financial statement, including access to the [Electronic Financial Filing System](#) (EFFS). EFFS is designed to make financial filing easier, allowing you to enter and keep track of contributions and expenses, and to generate a completed financial statement for submission.

Filing In-Person:

If you have a campaign surplus, or received anonymous donations that must be paid to the City Clerk, you **must** file your financial statement in-person.

In-person filing must be done at the Toronto Elections office at City Hall, 100 Queen St West. Office hours are Monday to Friday, 8:30 a.m. to 4:30 p.m., excluding holidays.

Filing Electronically:

If you do not have a surplus or anonymous donation(s), you can file your financial statement electronically in either of the following ways:

- Using the Electronic Financial Filing System (EFFS) to enter all contributions and expenses, and generating the completed financial statement. The system will allow you to print, sign, and upload a scanned copy of your completed financial statement for submission.
- Emailing a signed, scanned and legible copy of your financial statement to thirdpartyinfo@toronto.ca