

Even if you have filed before, the old SEI username and password will not work here. Unless you already have a SeamlessDocs account, **follow the e-mail directions #3-11** to create one by choosing **“I Don’t Have an Account”** below the log-in fields. Enter your e-mail address, so you can receive a temporary password if you ever forget your SeamlessDocs password. **After you create your account, you need to return to the e-mail (or this document) and click on the link a second time.** Here is the link:

[https://mcleanil.seamlessdocs.com/f/SEI\\_Filing](https://mcleanil.seamlessdocs.com/f/SEI_Filing)

**SEI FORM:** Read the instructions. Terms defined at the beginning of the statute are on our website at <https://www.mcleancountyil.gov/549/Statements-of-Economic-Interests>. The County Clerk’s office cannot provide you with legal advice.

Enter your name.

Begin entering your address and select the correct address from drop-down choices.

Select your unit of government from the drop-down menu.

Enter the title of your position in that unit of government.

If you must file a Statement of Economic Interest for more than one unit of government, click “yes.”

Select your other unit of government from the drop-down menu and enter your corresponding title in the next field. Continue until you have entered all the units for which you are required to file a statement. If you later need to file an amended SEI, you can use the same link and check the right box.

### Economic Interest Questions

Read each question carefully, as they have recently changed.

You are required to answer all 7 questions.

Type your answer into the field below each question.

Consult the definitions of terms, your legal counsel (or that of your unit of government), if you need help answering the questions.

Enter your name and the preferred e-mail address to which we will send your receipt.

Click on the button (either “Draw” or “Type”) to select the way you will sign the online statement. If you type your name, the computer creates a digital signature for you in the lower field.

Draw  Type

Jeannette Mead

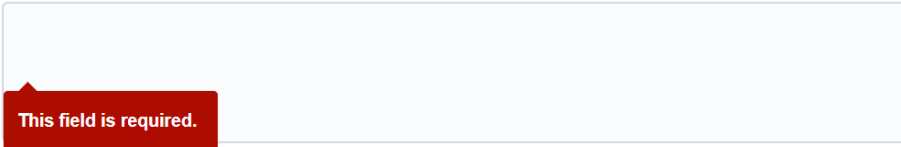
*Jeannette Mead*

Use the “Clear Signature” button if you want to try to sign again.

Click in the checkbox to acknowledge the verification statement.

Click the blue “Submit” button to submit your statement.

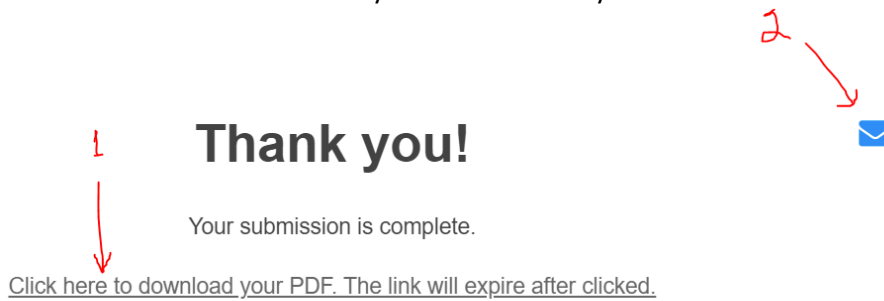
If you have not completed one or more required fields, the form will take you back to that question and indicate it with a red comment. Type in your answer and the comment will disappear.



Return to the bottom and submit your statement by clicking the blue “Submit” button. (If you get a message that the page is unresponsive, choose “Wait,” and it will eventually take effect.)

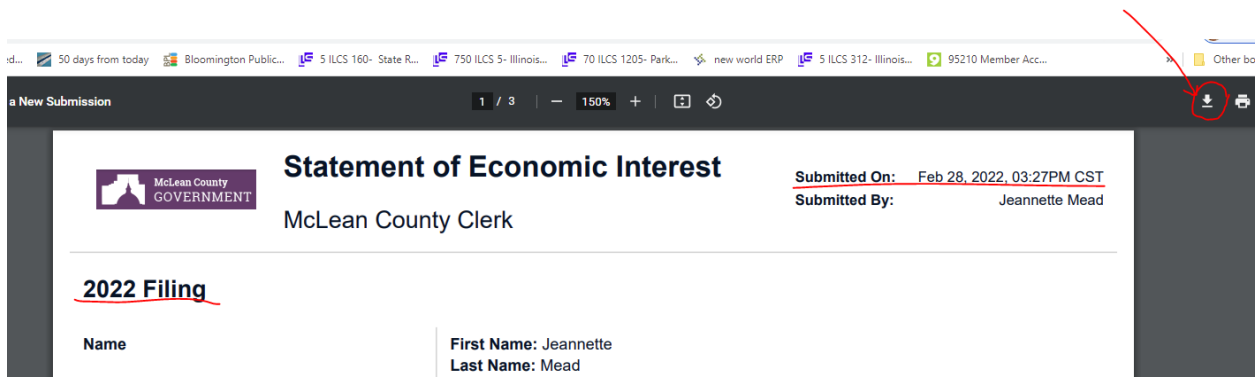
You will see the words “**Thank you!** Your submission is complete.” (See p. 4 below for a receipt snip.)

At this point, you may 1) click the link to download a PDF of your statement for your records, and/or 2) click the mail icon to e-mail the PDF of your statement to yourself or someone else.



The statement shows the date and time you filed it in the top right corner.

- 1) To download and save a copy of your PDF on your computer, click the downward facing arrow at the top right corner of the screen.



- 2) E-mail a copy to someone: enter the e-mail address and click "Send." A PDF of your statement will be attached to the e-mail. For multiple addressees, separate the e-mail addresses with a comma. If you send someone the document via e-mail, it is a good idea to let them know you sent it to them, as it is very generic- (suspicious-) looking. (See the e-mail snip below.)

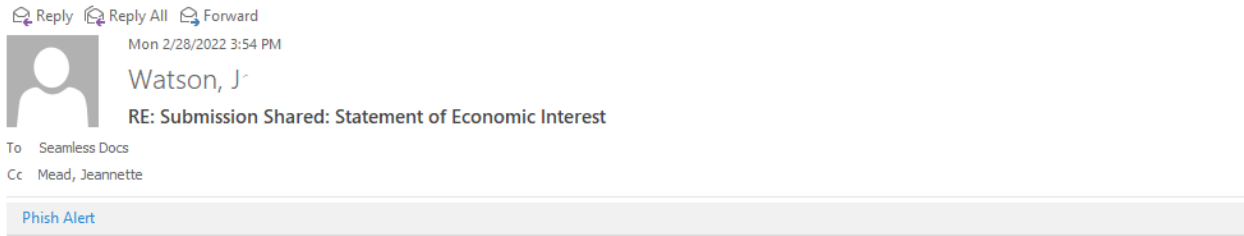
After you click on the link, you will see that you can no longer save from the download link. You can still e-mail the PDF at this point, but the message text will have code in it.

# Thank you!

Your submission is complete.

Download link expired.

*If you send someone the document via e-mail, it is a good idea to let them know you sent it to them, as it is very generic- (suspicious-) looking. Here's what it looks like:*



I want to share this submission document with you.

Hi, this is from Jeannette. Just checking whether everything works okay. Please open the attachment to help me make sure that you can view the PDF.

Thanks,

Jeannette

View the submission and any attachments by following the link below and using this unique access code: **FDIy2vOniGsxWSAN**

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|                    |                                |
|--------------------|--------------------------------|
| <b>Form name</b>   | Statement of Economic Interest |
| <b>Date shared</b> | Feb 28, 2022, 04:42PM EST      |

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**View Submission**

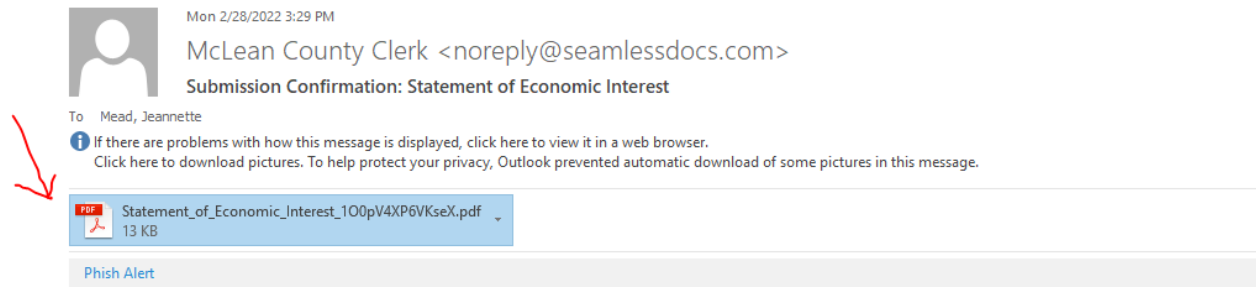
McLean County Clerk | 115 E Washington St., Rm. 102 P.O. Box 2400 Bloomington, IL 61701

To view the PDF of a statement sent by e-mail, the receiver clicks on the "View Submission" button, copies the "unique access code" from the e-mail (circles in red in my snip) and pastes it into the Access

Code field that pops up. In a few seconds, the PDF appears on the screen. The addressee can then save or print the PDF.

First, you will receive a “**Signature Confirmation**” in your e-mail box. Then you will get a separate “**Submission Confirmation**.” The “**Submission Confirmation**” is your receipt and includes the copy of your SEI as an attachment.

When you submit your statement, a PDF copy automatically goes out to the e-mail that you have provided. Your online receipt will look similar to the snip below. It contains an **attachment** of the statement for your records. You can save the attachment, open the attachment and view it, and/or click the View Submission button in the text of the e-mail and copy/paste the unique access code into the field (as described above).



Thank you for your recent submission. It was received and will be reviewed in the coming days.

|                       |                                |
|-----------------------|--------------------------------|
| <b>Form name</b>      | Statement of Economic Interest |
| <b>Date submitted</b> | Feb 28, 2022, 03:27PM CST      |

View the submission and any attachments by following the link below and using this unique access code: FD1y2vOniGsxWSAN

[View Submission](#)

McLean County Clerk | 115 E Washington St., Rm. 102 P.O. Box 2400 Bloomington, IL 61701