

Ethics Board of the [County, City, Town, Village] of _____
ANNUAL DISCLOSURE STATEMENT
Members of [Municipality] Local Public Authorities
20__

PART I: BACKGROUND INFORMATION

The information in italics is not subject to public disclosure pursuant to the Municipal Code of [Municipality] and Article 18 of the General Municipal Law. Intentional and willful unlawful disclosure of such information by anyone with access to this report is a violation of law.

Last Name	First Name	Initial
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City-Affiliated Entity	Position	Title
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Office Address	Office Phone No.
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<i>Home Address</i>	<i>Home Phone No.</i>
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[Municipal] Employment Identification Number (If a [Municipal] Officer or Employee)	Email
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Name of Spouse or Registered Domestic Partner ("DP") (if any)

*Names of your unemancipated children. For purposes of this form your unemancipated children are defined as: (a) being under 18 years of age, (b) unmarried, **and** (c) living with you, your spouse, or your registered domestic partner ("DP"). This includes your stepchildren and the children of your DP.*

PART II: PROFILE QUESTIONS

A. Positions with the [Municipality]. Do you currently have a paid or unpaid position with any agency of the [Municipality]?
Yes ☐ No ☐

IF THE ANSWER IS YES, ANSWER QUESTION AA.

B. Real Estate. Do you currently own or rent, in your personal name, any residential, commercial, retail, or industrial real property located in the [Municipality] or within 1/4 mile of the [Municipal] line? Do not include any real property that is owned or rented through a partnership or corporation. Do not include residences in which you or your spouse, DP, children, parents, stepparents, grandparents, siblings, cousins, aunts, and uncles, and the spouse or DP of such relatives lives.
Yes ☐ No ☐

Does your spouse, DP, or any unemancipated child own or rent, in their personal name only, any such real property? Yes ☐ No ☐
IF EITHER ANSWER IS YES, ANSWER QUESTION BB.

C. Outside Employers and Businesses. During 20__, did you work for a person or entity (other than the [Municipality]) or own a business that had business dealings at any time from January 1, 20__, to the date of this report with the [Municipality]-affiliated entity that you currently serve? Do not include employers or businesses from which you have made less than \$1,000 during 20__. Do not include businesses in which you were only an investor (investments are included in Question D).
Yes ☐ No ☐

Did your spouse, DP, or any unemancipated child work for any such person/entity or own any such business during 20__? Yes ☐ No ☐
IF EITHER ANSWER IS YES, ANSWER QUESTION CC.

D. Investments. Do you currently have an interest of more than 5% or \$10,000, whichever is less, in an entity that had business dealings at any time from January 1, 20__, to the date of this report with the [Municipality]-affiliated entity that you currently serve? Yes ☐ No ☐

Does your spouse, DP, or any unemancipated child have any such investment interest? Yes ☐ No ☐
IF EITHER ANSWER IS YES, ANSWER QUESTION DD.

E. Gifts. During 20__, did you receive any gifts worth totaling \$50 or more from a person or entity that had business dealings at any time from January 1, 20__, to the date of this report with the [Municipality]-affiliated entity that you currently serve? A gift includes anything of value received for free or for less than its fair market value. Do not include any gifts received from your spouse, DP, children, parents, stepparents, grandparents, siblings, cousins, aunts, and uncles, and the spouse or DP of such relatives.
Yes ☐ No ☐

Did your spouse, DP, or any unemancipated child receive any such gifts? Yes ☐ No ☐
IF EITHER ANSWER IS YES, ANSWER QUESTION EE.

**IF YOU ANSWERED “YES” TO ANY OF THESE QUESTIONS, GO TO PART III.
IF YOU ANSWER “NO” TO ALL OF THESE QUESTIONS, GO TO PART IV.**

PART III: FOLLOW-UP QUESTIONS

ANSWER QUESTIONS IN THIS PART ONLY IF YOU ANSWERED YES TO ONE OF MORE OF THE QUESTIONS IN PART II.

Attach additional pages if necessary.

If you answered YES to Question A above, answer Question AA below.

If you answered YES to Question B above, answer Question BB below.

If you answered YES to Question C above, answer Question CC below.

If you answered YES to Question D above, answer Question DD below.

If you answered YES to Question E above, answer Question EE below.

AA. Positions with the [Municipality]. List every [Municipality] agency with which you have a position, whether paid or unpaid, and identify your position and title.

<u>City Agency</u>	<u>Position</u>	<u>Title</u>
[E.g., Dept. of Buildings]	Attorney	Assistant Counsel]

BB. Real Estate. List the address and type of each piece of real property that is owned or rented personally by your spouse, DP, or unemancipated children. For residential property, list only the city, town, or village where the property is located.

<u>Name of Family member/Owner/Renter</u>	<u>Address of Real Estate</u>	<u>Type of Real Estate</u>
[E.g., John Smith]	2 Main St., Yonkers	Office Bldg.]

CC. Outside Employers and Businesses. List the name and address of each employer or business that had business dealings with your [Municipality]-affiliated entity. Identify the nature of the business and list the relationship you or your spouse, DP, or child or stepchild has with the employer or business (*i.e.*, owner, partner, officer, director, employee, and/or shareholder). Do not list individual customers, clients, or patients of the business.

Name of Family Member	Name and Address of Employer or Business	Nature of Business	Relationship to Business
[E.g., John Smith]	Monument Realty, 2 Main St., Brooklyn	Real Estate	Employee]
[E.g., Rose Smith]	Alpha Computers, 77 Sunset Strip, Bronx	Computers	Pres./Shareholder]

DD. Investments. List the name of each entity that had business dealings with your [Municipality]-affiliated entity and in which you or your spouse, DP, child, or stepchild had a 5% or \$10,000 interest, whichever is less. Do not list any entity listed in response to Question CC above. Identify the nature of the business.

Name of Family Member	Name of Entity	Nature of Business
[E.g., John Smith]	Verizon	Communications]

EE. Gifts. List each gift(s) totaling \$50 or more that you, your spouse or DP, or children received from any business or entity doing business with your City-affiliated entity, the donor and recipient of the gift, the relationship between the donor and the recipient, and the nature of the gift. To calculate the \$50 threshold, add together all gifts from the same donor or affiliated donors (e.g., a husband and wife or two employees of the same company or a parent and subsidiary company).

Recipient of Gift	Donor of Gift	Recipient's Relationship to Donor	Nature of Gift
[E.g., John Smith]	Acme Corp.	My former employer	Free trip to Las Vegas]

PART IV: CERTIFICATION AND SIGNATURE

REQUEST FOR PRIVACY

List the question(s), page number(s), and the information that you are requesting be withheld from public inspection and specify the specific reason(s) for your request(s). A statement that your financial affairs are private will not, without more information, sustain a claim of privacy. The name and identity of any of your relatives listed on this form, as well as your [Municipality] Employee Identification Number (if you are a [Municipality] employee), your home address and personal or cellular telephone number(s), and your private address(es), email address, and telephone number, is not released as a matter of course if requested by the public, and a privacy request need not be made concerning that information. Legitimate safety and security concerns are grounds for withholding from public inspection information in a financial disclosure report.

CERTIFICATION

Under New York State and [Municipality] law, failure to file a report and/or the filing of a report that contains incomplete or false information may result in the imposition of civil or criminal penalties.

I, _____, certify that all of the information contained in this statement is true, accurate, and complete to the best of my knowledge.
(Print name)

(Signature)

(Date signed)