INDICATE BY LETTER AND NO. REASON(S) FOR FILING ________ (see instructions "WHO MUST FILE")

FINANCIAL DISCLOSURE REPORT FILING FOR CALENDAR YEAR 20 ______

A

NEW YORK CITY
CONFLICTS OF INTEREST BOARD
2 LAFAYETTE STREET
NEW YORK, NEW YORK 10007

LAST NAME FIRST M.I.		EMPLOYEE IDENTIFICATION NO.	
HOME ADDRESS (NO., STREET, APT. #)	HOME TEL. NO. (area code)	CITY COUNTY STATE ZIP CODE	
AGENCY/DEPARTMENT/OTHER		AGENCY CODE NO.	BUSINESS TEL. NO. ( )
BUSINESS ADDRESS (NO., STREET)		COUNTY	STATE ZIP CODE
POSITION/TITLE	MARITAL STATUS: ☐ SINGLE ☐ MARRIED ☐ DIVORCED ☐ WIDOW/WIDOWER ☐ DOMESTIC PARTNER ☐ LEGALLY SEPARATED		
SPOUSE OR DOMESTIC PARTNER (IF APPLICABLE) LAST NAME FIRST M.I. MAIDEN NAME (WHEN APPLICABLE)			
LIST THE NAMES OF ALL UNEMANICIPATED CHILDREN LAST NAME FIRST LAST FIRST LAST FIRST			
LAST NAME FIRST LAST FIRST LAST FIRST			

SAMPLE
NOT FOR FILING

☐ CHECK BOX IF THIS THE LAST FINANCIAL DISCLOSURE REPORT YOU WILL FILE DUE TO TERMINATION OF YOUR CITY EMPLOYMENT. (TERMINATION DATE: ________________)

☐ CHECK BOX IF YOU ARE FILING A FINANCIAL DISCLOSURE REPORT BECAUSE YOU CURRENTLY HOLD, OR ARE A CANDIDATE FOR ELECTION OR RE-ELECTION TO, ANY OF THE FOLLOWING OFFICES:

☐ CURRENTLY HOLD ☐ CANDIDATE FOR ELECTION OR RE-ELECTION

☐ CANDIDATE FILLING VACANCY ☐ WRITE-IN CANDIDATE

☐ MAYOR OF THE CITY OF NEW YORK

☐ PUBLIC ADVOCATE

☐ COMPTROLLER

☐ DISTRICT ATTORNEY OF ______________ COUNTY

☐ BOROUGH PRESIDENT OF ______________ COUNTY

☐ COUNCIL MEMBER FROM THE ______________ COUNCIL DISTRICT

☐ LOCAL POLITICAL PARTY OFFICIAL

FINANCIAL DISCLOSURE REPORT
FILING FOR CALENDAR YEAR 20 _______

B

NEW YORK CITY
CONFLICTS OF INTEREST BOARD
2 LAFAYETTE STREET
NEW YORK, NEW YORK 10007

LAST NAME	FIRST	M.I.

AGENCY/DEPARTMENT/OTHER	AGENCY CODE NO.

POSITION/TITLE

BUSINESS ADDRESS (NO., STREET)	BUSINESS TELEPHONE NO.
	( )

COUNTY	STATE	ZIP CODE

SAMPLE
NOT FOR FILING

☐ CHECK BOX IF THIS THE LAST FINANCIAL DISCLOSURE REPORT YOU WILL FILE DUE TO TERMINATION OF YOUR CITY EMPLOYMENT. (TERMINATION DATE: ____________________)

☐ CHECK BOX IF YOU ARE FILING A FINANCIAL DISCLOSURE REPORT BECAUSE YOU CURRENTLY HOLD, OR ARE A CANDIDATE FOR ELECTION OR RE-ELECTION TO, ANY OF THE FOLLOWING OFFICES:

☐ CURRENTLY HOLD ☐ CANDIDATE FOR ELECTION OR RE-ELECTION

☐ CANDIDATE FILLING VACANCY ☐ WRITE-IN CANDIDATE

☐ MAYOR OF THE CITY OF NEW YORK

☐ PUBLIC ADVOCATE

☐ COMPTROLLER

☐ DISTRICT ATTORNEY OF __________________ COUNTY

☐ BOROUGH PRESIDENT OF __________________ COUNTY

☐ COUNCIL MEMBER FROM THE __________________ COUNCIL DISTRICT

☐ LOCAL POLITICAL PARTY OFFICIAL

WHAT IS THE FINANCIAL DISCLOSURE LAW?

NEW YORK CITY'S FINANCIAL DISCLOSURE LAW, SECTION 12-110 OF THE CITY'S ADMINISTRATIVE CODE, REQUIRES THAT SOME 8,000 NEW YORK CITY EMPLOYEES AND ELECTED OFFICIALS FILE ANNUAL REPORTS OF THEIR FINANCIAL AFFAIRS, AS WELL AS THE FINANCIAL AFFAIRS OF THEIR SPOUSES OR DOMESTIC PARTNERS AND DEPENDENT CHILDREN.

THE PURPOSE OF THE FINANCIAL DISCLOSURE LAW IS TO PROVIDE ACCOUNTABILITY ON THE PART OF THE PUBLIC SERVANTS, AND TO HELP ENSURE THAT THERE ARE NO PROHIBITED CONFLICTS OF INTEREST BETWEEN CITY EMPLOYEES' OFFICIAL RESPONSIBILITIES AND PRIVATE INTERESTS.

THE LAW IS ADMINISTERED AND ENFORCED BY THE NEW YORK CITY CONFLICTS OF INTEREST BOARD, AS MANDATED BY THE NEW YORK CITY CHARTER.

SAMPLE
NOT FOR FILING

IMPORTANT NOTICE

DISCLOSURE OF YOUR ASSETS AND LIABILITIES ON THIS FORM IS REQUIRED FOR COMPLIANCE WITH SECTION 12-110 OF THE ADMINISTRATIVE CODE BUT DOES NOT NECESSARILY SATISFY THE REQUIREMENTS OF THE CONFLICTS OF INTEREST PROVISIONS OF CHAPTER 68 OF THE CITY CHARTER. THUS, FOR EXAMPLE, IF YOU HAVE OR SEEK AN OWNERSHIP INTEREST IN OR POSITION WITH A FIRM WHICH DOES BUSINESS WITH THE CITY, YOU MUST SEND A SEPARATE LETTER TO THE CONFLICTS OF INTEREST BOARD REQUESTING AN OPINION AS TO WHETHER SUCH INTEREST IS OR WOULD BE PROHIBITED BY CHAPTER 68. YOU MAY NEED PERMISSION FROM THE HEAD OF YOUR AGENCY AND A WAIVER FROM THE BOARD, OR AN ORDER OF THE BOARD.

SAMPLE
NOT FOR FILING

PART I

QUESTIONS 1 THROUGH 19 ARE TO BE COMPLETED WITH RESPECT TO THE PERSON REQUIRED TO FILE A FINANCIAL DISCLOSURE REPORT.

TO ENSURE THAT YOU COMPLETE THIS FORM FULLY AND ACCURATELY, IT IS NECESSARY THAT YOU READ ALL INSTRUCTIONS CAREFULLY. YOU ARE RESPONSIBLE FOR PROVIDING ALL INFORMATION REQUESTED BY EACH QUESTION AND FOR COMPLYING WITH ALL INSTRUCTIONS.

Question 1 -Your City Employment

Report any employment or service with the City. Also report any income of $1,000 or more received from such employment or service during the reporting year.

If your response to this question is "None", check this box. ☐

See *instructions on page xiii*

Position	Name and Address of City Entity	Nature of Income	Category of Amount of Income

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 2 - Identification of Your Non-City Employer or Business

Report any non-City employment and any business you engaged in during the reporting year. Also report if your non-City employment or business: (i) was licensed or regulated by any State or local agency; or (ii) had business dealings with, or non-ministerial matters before, a State or local agency.

If your response to this question is "None", check this box. ☐

See *instructions on pages xiii and xiv*

Position	Name and Address of Employer or Business	Nature of Business or Employment	Name of State or Local Agency Where Applicable

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 3 - Regulated Professions

If you practice law, are a licensed real estate broker or agent, or practice a profession licensed by the Department of Education, give a general description of the principal subject areas of matters undertaken during the reporting year.

If you practice with a firm or corporation and are a partner or shareholder of the entity, also give a general description of the principal subject areas of matters undertaken by such firm or corporation during the reporting year.

If your response to this question is "None", check this box. ☐

See *instructions on page xiv*

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 4 – Positions Held By You

Report each office, position, trusteeship, directorship and partnership, other than political positions, you held during the reporting year. Also report if such office or position was licensed or regulated by a State or local agency; or had business dealings with, or non-ministerial matters before, a State or local agency.

If your response to this question is "None", check this box. ☐

See *instructions on pages xiv and xv*

Position	Organization	Name of State or Local Agency

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 5 – Political Positions Held By You

Report each political office, position or membership on a political party committee which you held during the reporting year.

If your response to this question is "None", check this box. ☐

See *instructions on page xv*

Position	Organization

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 6 – Your Non-City Income

Report the nature and amount of any income of $1,000 or more, excluding City salary reported in Part I, Question 1, received from each source during the reporting year. Under source, list the name of the firm, organization, financial institution, individual or other entity from which the income was received.

If your response to this question is "None", check this box. ☐

See *instructions on pages xv, xvi, and xvii*

Source	Nature	Category of Amount

SAMPLE NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 7 – Your Deferred Income

Report any deferred income of $1,000 or more from each source that you earned or derived during the reporting year, but which was paid or will be paid after the close of the reporting year.

If your response to this question is "None", check this box. ☐

See *instructions on page xvii*

Source	**Category of Amount**

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

<u>Question 8 – Payments for City-Related Travel</u>

Report if a non-governmental entity or person either paid directly or reimbursed you for travel-related expenses in an amount of $1,000 or more for activities related to your official duties with the City.

<u>If your response to this question is "None", check this box.</u> ☐

<u>See</u> *instructions on pages xvii and xviii*

Source	Description Of Expenses Reimbursed	Category of Value of Reimbursement

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 9 – Gifts To You

Report any gift or gifts you received from the same donor, other than a relative, in the total amount or with a value of $1,000 or more.

If your response to this question is "None", check this box. ☐

See *instructions on pages xviii and xix*

Name of Donor	Nature of Gift	Category of Value of Gift

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

SAMPLE
NOT FOR FILING

PART I

Question 10 – Your Transfers of Money or Property

Report each assignment of income of $1,000 or more to any person, including a relative, during the reporting year. Also report each transfer of an interest having a value of $1,000 or more in a trust, estate, other beneficial interest, securities or real estate to a non-relative for less than fair consideration.

If your response to this question is "None", check this box. ☐

See *instructions on page xix*

Item Assigned Or Transferred	Assigned or Transferred To	Category of Value

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 11 – Your Agreements With Former Employers

Report any agreements that you have with a former employer for the continuation of payments or benefits to you of $1,000 or more.

If your response to this question is "None", check this box. ☐

See *instructions on page xx*

Parties to The Agreement	Terms of the Agreement	Category of Value of Payments or Benefits

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 12 – Your Agreements For Future Employment

Report any promise or agreement you have with any person or entity with respect to your employment after leaving your City office or position.

If your response to this question is "None", check this box. ☐

See *instructions on page xx*

Parties to the Promise or Agreement	Terms of the Promise or Agreement

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 13 – Your Interest in Government Contracts

Report any interest of $1,000 or more, excluding bonds and notes, in any contract made or executed by a State or local agency.

If your response to this question is "None", check this box. ☐

See *instructions on pages xx and xxi*

Entity Which Held Interest In Contract	Your Relationship to Contracting Entity and Your Interest in Contract	Name of Contracting State or Local Agency	Category of Value of Interest In Contract

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 14 – Your Interests in Trusts, Estates, and Other Beneficial Interests

Report any interest of $1,000 or more in a trust or estate or other beneficial interest.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxi and xxii*

Identity of Interest	Nature of Interest	Category of Value

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 15 – Your Investments in A Business

Report each investment of $1,000 or more which you held in a business.

If your response to this question is "None", check this box. ☐

See *instructions on page xxii*

Name and Address of Business	Nature of Business	Category of Value of Investment

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 16 – Your Securities

Report each security having a market value of $1,000 or more which you held at the close of the reporting year.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxiii and xxiv*

Issuing Entity	Type of Security	Percentage of Corporate Stock Owned or Controlled	Category of Value

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 17 – Your Real Estate

Report any real estate in which you have a vested or contingent interest valued at $1,000 or more. Include your primary or secondary residence only if it is co-owned with a non-relative.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxiv and xxv*

Address	Size	General Nature	Acquisition Date	Percentage of Your Ownership	Category of Value of the Property

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

<u>Question 18 – Money Owed To You</u>

Report each loan, note or account receivable in the amount of $1,000 or more owed to you during the reporting year, <u>i.e.</u>, who owed you money and how much.

<u>If your response to this question is "None", check this box.</u> ☐

<u>See</u> *instructions on page xxv and xxvi*

Name of Debtor	**Type of Obligation, Due Date and Nature of, Collateral, If Any**	**Category of Highest Amount Owed At Any Time During the Year**	**Category of Amount Owed on December 31 of the Reporting Year**

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART I

Question 19 – Money You Owe

Report each creditor (other than a relative):

(1) to whom you owed $5,000 or more for a period of 90 consecutive days during the reporting year; or

(2) to whom you owe $5,000 or more on the date you file this report.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxvi*

Name of Creditor	Type of Liability and Collateral, If Any	Name of Guarantor Where Applicable	Category of Amount

SAMPLE NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

QUESTIONS 20 THROUGH 31 ARE TO BE COMPLETED WITH RESPECT TO THE FILING INDIVIDUAL'S SPOUSE OR DOMESTIC PARTNER AND/OR UNEMANCIPATED CHILD(REN).

INFORMATION REGARDING THE FINANCIAL INTERESTS OF THE SPOUSE OR DOMESTIC PARTNER OR AN UNEMANCIPATED CHILD OF A PERSON FILING IN WHICH THE FILER HAS NO FINANCIAL INTEREST WILL BE *WITHHELD FROM PUBLIC INSPECTION* AS AN UNWARRANTED INVASION OF PRIVACY, UNLESS THE CONFLICTS OF INTEREST BOARD DETERMINES THAT SUCH INFORMATION INVOLVES AN ACTUAL OR POTENTIAL CONFLICT OF INTEREST ON THE PART OF THE PERSON FILING.

Question 20 – Identification of Non-City or Non-State Employer Or Business Of Your Spouse or Domestic Partner And Unemancipated Child(ren)

Report any non-City or non-State employment and any business your spouse or domestic partner or unemancipated child(ren) engaged in during the reporting year if such employment or business: (i) did business with a State or local agency or (ii) had business dealings with, or non-ministerial matters before, a State or local agency.

If your response to this question is "None", check this box. ☐

See *instructions on pages xiii and xiv*

Position	Name and Address of Employer or Business	Nature of Business or Employment	Name of State or Local Agency Where Applicable

SAMPLE NOT FOR FILING

PART II

Question 21 – Positions Held By Your Spouse or Domestic Partner And Unemancipated Child(ren)

Report each office, position, trusteeship, directorship and partnership, other than political positions, held during the reporting year by your spouse or domestic partner or unemancipated child(ren). Also report if such office or position was licensed or regulated by a State or local agency; or had business dealings with, or non-ministerial matters before, a State or local agency.

If your response to this question is "None", check this box. ☐

See *instructions on pages xiv and xv*

Position	Organization	Name of State or Local Agency

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 22 – Income of Your Spouse or Domestic Partner

Report the nature and amount of any income of $1,000 or more, received from each source during the reporting year by your spouse or domestic partner. Under source, list the name of the firm, organization, financial institution, individual or other entity from which the income was received.

If your response to this question is "None", check this box. ☐

See *instructions on pages xv, xvi, and xvii*

Source	Nature	Category of Amount

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 23 – Gifts to Your Spouse or Domestic Partner And Unemancipated Child(ren)

Report any gift or gifts your spouse or domestic partner or unemancipated child(ren) received from the same donor, other than a relative, in the amount or with a value of $1,000 or more.

If your response to this question is "None", check this box. ☐

See *instructions on pages xviii and xix*

Name of Donor	Nature of Gift	Category of Value of Gift

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 24 – Interest in Government Contracts Of Your Spouse or Domestic Partner And Unemancipated Child(ren)

Report any interest of $1,000 or more held by your spouse or domestic partner or unemancipated child(ren), excluding bonds and notes, in any contract made or executed by a State or local government agency.

If your response to this question is "None", check this box. ☐

See *instructions on pages xx and xxi*

Entity Which Held Interest In Contract	Relationship to Contracting Entity and Interest in Contract	Name of Contracting State or Local Agency	Category of Value of Interest In Contract

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

SAMPLE
NOT FOR FILING

PART II

Question 25 – Payments for City-Related Travel To Your Spouse or Domestic Partner

Report if a non-governmental entity or person either paid directly or reimbursed you or your spouse or domestic partner for travel-related expenses of your spouse or domestic partner for activities related to your official duties in an amount of $1,000 or more.

If your response to this question is "None", check this box. ☐

See *instructions on pages xvii and xviii*

Source	Description Of Expenses Reimbursed	Category of Value of Reimbursement

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 26 – Your Spouse's or Domestic Partner's Interests in Trusts, Estates, or Other Beneficial Interests

Report any interest of $1,000 or more held by your spouse or domestic partner in a trust or estate or other beneficial interest.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxi and xxii*

Identity of Interest	Nature of Interest	Category of Value

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 27 – Your Spouse's or Domestic Partner's Investments In A Business

Report each investment of $1,000 or more held by your spouse or domestic partner in a business.

If your response to this question is "None", check this box. ☐

See *instructions on page xxii*

Name and Address of Business	Nature of Business	Category of Value of Investment

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 28 – Securities Held By Your Spouse or Domestic Partner

Report each security having a market value of $1,000 or more held by your spouse or domestic partner at the close of the reporting year.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxiii and xxiv*

Issuing Entity	Type of Security	Percentage of Corporate Stock Owned or Controlled	Category of Value

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

SAMPLE
NOT FOR FILING

PART II

Question 29 – Your Spouse's or Domestic Partner's Real Estate

Report any real estate in which your spouse or domestic partner had a vested or contingent interest valued at $1,000 or more. Include his or her primary or secondary residence only if it is co-owned with a non-relative.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxiv and xxv*

Address	Size	General Nature	Acquisition Date	Percentage of Your Ownership	Category of Value of the Property

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 30 – Money Owed To Your Spouse or Domestic Partner

Report each loan, note or account receivable in the amount of $1,000 or more owed to your spouse or domestic partner during the reporting year, i.e., who owed your spouse or domestic partner money and how much.

If your response to this question is "None", check this box. ☐

See *instructions on page xxv and xxvi*

Name of Debtor	Type of Obligation, Due Date and Nature of, Collateral, If Any	Category of Highest Amount Owed At Any Time During the Year	Category of Amount Owed on December 31 Of the Reporting Year

SAMPLE
NOT FOR FILING

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

PART II

Question 31 – Money Your Spouse or Domestic Partner Owes

Report each creditor (other than a relative):

(1) to whom your spouse or domestic partner owed $5,000 or more for a period of 90 consecutive days during the reporting year; or

(2) to whom your spouse or domestic partner owed $5,000 or more on the date you file this report.

If your response to this question is "None", check this box. ☐

See *instructions on pages xxvi*

SAMPLE
NOT FOR FILING

Name of Creditor	Type of Liability and Collateral, If Any	Name of Guarantor Where Applicable	Category of Amount

Whenever a Question requires a "value" or "amount", report it as being within one of the following categories:
A=$1,000 to under $5,000; B=$5,000 to under $44,000; C=$44,000 to under $60,000; D=$60,000 to under $100,000; E=$100,000 to under $250,000; F=$250,000 to under $500,000; G=$500,000 or over.

REQUEST FOR PRIVACY

List the question(s), page number(s) and the information that you are requesting be withheld from public inspection and specify with particularity the reasons for your request(s). A statement that your financial affairs are private will not, without more, sustain a claim of privacy. Any information regarding any financial interests of your spouse or domestic partner or unemancipated child in which you have no financial interest shall be automatically withheld from public inspection unless the Conflicts of Interest Board determines that such information involves an actual or potential conflict of interest on your part. In addition, safety and security concerns are grounds for withholding from public inspection information in a financial disclosure report.

SAMPLE
NOT FOR FILING

Any intentional violation of these provisions, including but not limited to, failure to file, failure to include assets or liabilities and misstatements of assets or liabilities, shall constitute a misdemeanor punishable by imprisonment for not more than one year or by a fine not to exceed $1,000, or by both, and shall constitute grounds for imposition of disciplinary penalties, including removal from office. In addition, any intentional violation of the provisions of Section 12-110 of the Administrative Code, as amended, may subject the person reporting to assessment by the Conflicts of Interest Board of a civil penalty in an amount up to $10,000.

CERTIFICATION

I, ___________________________________ certify that all of the
(*Print Name*)
information contained in this report is true, accurate, and complete to the best of my knowledge and that, within the past two weeks, I have read the two-page ethics guide set forth below.

SAMPLE
NOT FOR FILING

___________________________ ___________________________
(*Signature*) *(Date)*

COIB | Conflicts of Interest Board of The City of New York

New York Conflicts of Interest Law, Covering New York City Public Servants
(*Plain Language Version*[*])

1. ***Misuse of Office.*** Public servants may not use or misuse the position to financially benefit themselves, their family members, or anyone with whom they have a business or financial relationship.

2. ***Misuse of City Resources.*** Public servants may not use City letterhead, personnel, equipment, supplies, or resources for a non-City purpose, nor may they pursue personal or private activities during times when they are required to work for the City.

3. ***Gifts.*** Public servants may not accept anything valued at $50 or more from anyone that they know or should know is doing business or seeking to do business with the City.

4. ***Gratuities.*** Public servants may not accept anything from anyone other than the City for performing their official duties.

5. ***Seeking Other Jobs.*** Public servants may not seek or obtain a non-City job with anyone whom they are dealing with in their City job.

6. ***Moonlighting.*** Public servants may not have a job with anyone that they know or should know does business with the City or that receives a license, permit, grant, or benefit from the City.

7. ***Owning Businesses.*** Public Servants may not own any part of a business or firm that they know or should know does business with the City or that receives a license, permit, grant, or benefit from the City, nor may their spouses, or their domestic partners, nor any of their children.

8. ***Confidential Information.*** Public servants may not disclose confidential City information or use it for any non-City purpose, even after they leave City service.

9. ***Appearances Before the City.*** Public servants may not accept anything from anyone other than the City for communicating with any City agency or for appearing anywhere on a City matter.

10. ***Lawyers and Experts.*** Public servants may not receive anything from anyone to act as a lawyer or expert against the City's interests in any lawsuit brought by or against the City.

11. ***Buying Office or Promotion.*** Public servants may not give or promise to give anything to anyone for being elected or appointed to City service or for receiving a promotion or raise.

12. ***Business with Subordinates.*** Public servants may not enter into any business or financial dealings with a subordinate or supervisor.

13. ***Political Solicitation of Subordinates.*** Public servants may not directly or indirectly ask a subordinate to make a political contribution or to do any political activity.

14. ***Coercive Political Activity.*** Public servants may not force or try to force anyone to do any political activity.

SAMPLE NOT FOR FILING

15. ***Coercive Political Solicitation.*** Public servants may not directly or indirectly threaten anyone or promise anything to anyone in order to obtain a political contribution.

16. ***Political Activities by High-Level Officials.*** Elected officials, deputy mayors, agency heads, deputy or assistant agency heads, chiefs of staff, directors, or members of boards or commissions may not hold political party office or ask anyone to contribute to the political campaign of a City officer or City employee or to the political campaign of anyone running for City office.

17. ***Post-Employment One-Year Ban.*** For one year after leaving City service, former public servants may not accept anything from anyone, including the City, for communicating with their former City agencies.

18. ***Post-Employment One-Year Ban for High-Level Officials.*** Elected officials, deputy mayors, the chair of the City Planning Commission, and the heads of the Office of Management and Budget, Law Department, or Departments of Citywide Administrative Services, Finance, or Investigation, for one year after they leave City service, they may not accept anything from anyone, including the City, for communicating with their former branch of City government.

19. ***Post-Employment Particular Matter Bar.*** After leaving City service, former public servants may never work on a particular matter they personally and substantially worked on for the City.

20. ***Improper Conduct.*** Public servants may not take any action or have any position or interest, as defined by the Conflicts of Interest Board, that conflicts with their City duties.

21. ***Inducement of Others.*** Public servants may not cause, try to cause, or help another public servant to do anything that would violate this Code of Ethics.

22. ***Disclosure and Recusal.*** As soon as a public servant faces a possible conflict of interest under this Code of Ethics, he or she must disclose the conflict to the Conflicts of Interest Board and comply with the Board's instructions, which may include recusal, divestiture, or other actions.

23. ***Volunteer Activities.*** A public servant may be an officer or director of a not-for-profit with business dealings with the City if they do this work on their own time, they are not compensated for such work, the not-for-profit has no dealings with their City agency (unless the head of the agency has given approval), and said public servant is in no way involved in the not-for-profit's business with the City.

SAMPLE
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FOR ADDITIONAL INFORMATION, CONTACT
NEW YORK CITY CONFLICTS OF INTEREST BOARD
2 LAFAYETTE STREET, SUITE 1010
NEW YORK, NY 10007
212-442-1400 (TDD 212-442-1443)
http://nyc.gov/ethics

[*] This material is intended as a general guide. It is not intended to replace the text of the law (NYC Charter § 2604). For more particular information or to obtain answers to specific questions, you may write or call the Board. Also, bear in mind that individual agencies may have additional restrictions on the acceptance of gifts, moonlighting, and other issues. Contact your agency counsel for more information.

AMENDMENT

Question ______ Page ______ pertaining to

___ filer ___ spouse or domestic partner ___ unemancipated child(ren),

is amended to read as follows:

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___________________________ ___________________________

By: *Dated:*

Question ______ Page ______ pertaining to

___ filer ___ spouse or domestic partner ___ unemancipated child(ren),

is amended to read as follows:

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___________________________ ___________________________

By: *Dated:*

SAMPLE
NOT FOR FILING

AMENDMENT

Question ______ Page ______ pertaining to

___ filer ___ spouse or domestic partner ___ unemancipated child(ren),

is amended to read as follows:

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___________________________ ________________________

By: *Dated:*

Question ______ Page ______ pertaining to

___ filer ___ spouse or domestic partner ___ unemancipated child(ren),

is amended to read as follows:

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___________________________ ________________________

By: *Dated:*

SAMPLE
NOT FOR FILING

SAMPLE
NOT FOR FILING