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Municipalities Required to Adopt Codes of Ethics $(2008)^{\circ}$

Dennis Huffer Municipal Technical Advisory Service

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City (or	r Town)	of	

Disclosure of Personal Interest

This form should be filled out and filed with the recorder or clerk by any municipal employee or official, except those who serve on boards or other bodies, who must exercise discretion relative to any matter and who has a personal interest in the matter. A personal interest is any financial, ownership, or financial interest in a matter to be regulated or supervised by the employee or official that could affect the employee's or official's discretion. This includes any financial, ownership, or employment interest of the employee's or official's spouse, parent(s), step parent(s), grandparent(s), sibling(s), child(ren), or step child(ren). "Employment interest" includes any situation in which the employee or official or one or more of his or her family members designated above is negotiating possible employment with a person or organization that is to be regulated or supervised by the employee or official in carrying out municipal business. Use item 1 of this form to report individual occurrences and item 2 to make a yearly report of situations that will occur more than once during a calendar year.

that will occur more than once during a calendar year.				
NAME OF EMPLOYEE OR OFFICIAL:				
1. Individual occurrence				
BRIEFLY DESCRIBE THE SITUATION IN DISCRETION AND IN WHICH YOU HAVI COULD AFFECT THAT DISCRETION:				
2. Continual occurrences				
FOR INDIVIDUALS, BUSINESSES, OR ENENTER INTO TRANSACTIONS WITH MO YEAR AND IN WHICH YOU HAVE A PER ONE (1) DISCLOSURE FOR THE CALEND	RE THAN ONCE EACH CALENDAR SONAL INTEREST, YOU MAY MAKE AR YEAR BY REPORTING HERE:			
Name of Individual, Business, or Entity				
Briefly describe the transactions that will take named entity during the calendar year in which you have a personal interest that could affect t	h you will exercise discretion and in which			
Date:				
	Employee's or Official's Signature			