

## VIRGINIA CONFLICT OF INTEREST AND ETHICS ADVISORY COUNCIL



### FINANCIAL DISCLOSURE STATEMENT

Pursuant to subsection B of § [2.2-3114](#), members of designated boards, commissions, councils and authorities in the executive branch of state government are required to file this Financial Disclosure Statement as a condition of appointment and, then, annually while serving as an officeholder.

Pursuant to subsection B of § [2.2-3115](#), citizen members of local boards, commissions and councils as may be designated by the local governing body shall file this form.

**For State Board Members:** You must file this form with the Secretary of the Commonwealth as a requirement for appointment.

**For Local Board Members:** If you have been recently appointed, you must file this form with the Clerk of the appropriate governing body prior to attending your first meeting.

The information required on this form must be provided on the basis of the best knowledge, information and belief of the individual filing the form as of the date of this report unless otherwise stated. As a condition for assuming an office, this form constitutes a report of financial interests at the time of filing.

**The annual filing is due by December 15.** Local board members should file the annual report with the Clerk of the appropriate governing body. State board members will file with the Virginia Conflict of Interests and Ethics Advisory Council at the address below:

Virginia Conflict of Interest and Ethics Advisory Council  
201 N. 9th Street, 2nd Floor  
Richmond, VA 23219

**You must sign and date this form upon completion.**

**This Financial Disclosure Statement is open for public inspection.**

## **DEFINITIONS AND EXPLANATORY MATERIAL.**

**“Advisory agency”** means any board, commission, committee or post which does not exercise any sovereign power or duty, but is appointed by a governmental agency or officer or is created by law for the purpose of making studies or recommendations, or advising or consulting with a governmental agency.

**“Business”** means a corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust or foundation, or any other individual or entity carrying on a business or profession, whether or not for profit.

**“Close financial association”** means an association in which the person filing shares significant financial involvement with an individual and the filer would reasonably be expected to be aware of the individual’s business activities and would have access to the necessary records either directly or through the individual. “Close financial association” does not mean an association based on (i) the receipt of retirement benefits or deferred compensation from a business by which the person filing this statement is no longer employed, or (ii) the receipt of compensation for work performed by the person filing as an independent contractor of a business that represents an entity before any state governmental agency when the person filing has no communications with the state governmental agency.

**“Contingent liability”** means a liability that is not presently fixed or determined, but may become fixed or determined in the future with the occurrence of some certain event.

**“Immediate family”** means (i) a spouse and (ii) any other person who resides in the same household as the filer, and who is a dependent of the filer.

**“Officer”** means any person appointed or elected to any governmental or advisory agency including local school boards, whether or not he receives compensation or other emolument of office. Unless the context requires otherwise, “officer” includes members of the judiciary.

**“Personal interest”** means, for the purposes of this form only, a personal and financial benefit or liability accruing to a filer or a member of his immediate family. Such interest shall exist by reason of (i) ownership in real or personal property, tangible or intangible; (ii) ownership in a business; (iii) income from a business; or (iv) personal liability on behalf of a business; however, unless the ownership interest in a business exceeds three percent of the total equity of the business, or the liability on behalf of a business exceeds three percent of the total assets of the business, or the annual income, and/or property or use of such property, from the business exceeds \$10,000 or may reasonably be anticipated to exceed \$10,000, such interest shall not constitute a “personal interest.”

**VIRGINIA CONFLICT OF INTEREST AND ETHICS ADVISORY COUNCIL**  
**Financial Disclosure Statement**

<b>Name:</b>	
<b>Office or position held or to be held:</b>	
<b>Address:</b>	
<b>Telephone:</b>	
<b>E-mail address:</b>	

**I. FINANCIAL INTERESTS**

My personal interests and those of my immediate family are as follows: Include all forms of personal interests held at the time of filing: real estate, stocks, bonds, equity interests in proprietorships and partnerships.

You may exclude:

1. Deposits and interest bearing accounts in banks, savings institutions and other institutions accepting such deposits or accounts;
2. Interests in any business, other than a news medium, representing less than three percent of the total equity value of the business;
3. Liability on behalf of any business representing less than three percent of the total assets of such business; and
4. Income (other than from salary) less than \$10,000 annually from any business.

You need not state the value of any interest. You must state the name or principal business activity of each business in which you have a personal interest.

A. My personal interests are:

1. Residence, address, or, if no address, location.

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2. Other real estate, address, or, if no address, location.

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3. Name or principal business activity of each business in which stock, bond or equity interests is held.

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B. The personal interests of my immediate family are:

1. Real estate, address, or, if no address, location.

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2. Name or principal business activity of each business in which stock, bond or equity interests is held.

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**II. OFFICES, DIRECTORSHIPS AND SALARIED EMPLOYMENTS**

The paid offices, paid directorships and salaried employments which I hold or which members of my immediate family hold and the businesses from which I or members of my immediate family receive retirement benefits are as follows: (You need not state any dollar amounts.)

A. My paid offices, paid directorships and salaried employments are:

Position Held	Name of Business

B. The paid offices, paid directorships and salaried employments of members my immediate family are:

Position Held	Name of Business

**III. BUSINESSES TO WHICH SERVICES WERE FURNISHED**

A. The businesses I have represented, excluding activity defined as lobbying in § [2.2-419](#), before any state governmental agency, excluding any court or judge, for which I have received total compensation in excess of \$1,000 during the preceding year, excluding compensation for other services to such businesses and representation consisting solely of the filing of mandatory papers, are as follows:

Identify businesses by name and name the state governmental agencies before which you appeared on behalf of such businesses.

Name of Business	Name of State Governmental Agency

B. The businesses that, to my knowledge, have been represented, excluding activity defined as lobbying in § [2.2-419](#), before any state governmental agency, excluding any court or judge, by persons with whom I have a close financial association and who received total compensation in excess of \$1,000 during the preceding year, excluding compensation for other services to such businesses and representation consisting solely of the filing of mandatory papers, are as follows:

Identify businesses by type and name the state governmental agencies before which such person appeared on behalf of such businesses.

Type of Business	Name of State Governmental Agency

C. All other businesses listed below that operate in Virginia to which services were furnished pursuant to an agreement between you and such businesses and for which total compensation in excess of \$1000 was received during the preceding year:

Check each category of business to which services were furnished.	
	<b>Electric utilities</b>
	<b>Gas utilities</b>
	<b>Telephone utilities</b>
	<b>Water utilities</b>
	<b>Cable television companies</b>
	<b>Interstate transportation companies</b>
	<b>Intrastate transportation companies</b>
	<b>Oil or gas retail companies</b>

Check each category of business to which services were furnished.	
	Banks
	Savings institutions
	Loan or finance companies
	Manufacturing companies (state type of product, e.g., textile, furniture, etc.)
	Mining companies
	Life insurance companies
	Casualty insurance companies
	Other insurance companies
	Retail companies
	Beer, wine or liquor companies or distributors
	Trade associations
	Professional associations
	Association of public employees or officials
	Counties, cities or towns
	Labor organizations

**IV. COMPENSATION FOR EXPENSES**

The persons, associations, or other sources other than my governmental agency from which I or a member of my immediate family received remuneration in excess of \$100 during the preceding year, in cash or otherwise, as honorariums or payment of expenses in connection with my attendance at any meeting or other function to which I was invited in my official capacity are as follows:

Name of Source	Description of Occasion	Amount of Remuneration for Each Occasion

B. The provisions of Part III A and B of the disclosure form prescribed by this section shall not be applicable to officers and employees of local governmental and local advisory agencies.

C. Except for real estate located within the county, city or town in which the officer or employee serves or a county, city or town contiguous to the county, city or town in which the officer or employee serves, officers and employees of local governmental or advisory agencies shall not be required to disclose under Part I of the form any other interests in real estate.

***I swear or affirm that the foregoing information is full, true and correct to the best of my knowledge.***

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Signature

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Date