

1. Please list each business, whether or not transacting any business with the District of Columbia government, in which you or your spouse, domestic partner, or dependent children have a beneficial interest, including, whether held in such person's own name, in trust, or in the name of a nominee, securities, stocks, stock options, bonds, or trusts, exceeding in the aggregate \$1,000, or that produced income of \$200 or more. **If none, state none.**

(Do not include professionally managed collective investment vehicles that pool money from many investors to purchase securities, such as mutual funds, or professionally managed retirement accounts.)

Entity _____

Affiliation with Entity _____

Start Date _____ End Date _____

Valuation of Assets/Income:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

Please provide additional information in the text box below

2. Please list each business, whether or not transacting any business with the District of Columbia government, in or from which you or your spouse, domestic partner, or dependent children received an honorarium and/or income earned for services rendered in excess of \$200 during a calendar year, as well as the identity of any client for whom you performed a service in connection with your outside income if the client has a contract with the government of the District of Columbia or the client stands to gain a direct financial benefit from legislation that was pending before the Council during the calendar year. Include a narrative description of the nature of the service performed in connection with the official's outside income. **If none, state none.**

Entity _____

Affiliation with Entity _____

Start Date _____ End Date _____

Narrative Description _____

Valuation of Honoraria/Earned Income:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

Please provide additional information in the text box below.

3. Please list each business, whether or not transacting any business with the District of Columbia government, in which you or your spouse, domestic partner, or dependent children served as an officer, director, partner, employee, consultant, contractor, volunteer, or in any other formal capacity or affiliation. **If none, state none.**

Entity _____

Affiliation with Entity _____

Start Date _____ End Date _____

Please provide additional Information in the text box below.

(Attach a Supplemental Sheet if you have additional entries)

4. Please list each business, whether or not transacting any business with the District of Columbia government, in which you or your spouse, domestic partner, or dependent children had an agreement or arrangement for a leave of absence, future employment, or continuation of payment by a former employer, including the date of the agreement or arrangement. **If none, state none.**

Entity _____

Affiliation with Entity _____

Start Date _____ End Date _____

Please provide additional Information in the text box below.

(Attach a Supplemental Sheet if you have additional entries)

5. Please provide each outstanding individual liability in excess of \$1,000 for borrowing by you or your spouse, domestic partner, or dependent children. Do not include liabilities to a federal or state insured or regulated financial institution, including any revolving credit and installment accounts from any business enterprise regularly engaged in the business of providing revolving credit or installment accounts, or a member of your immediate family. **If none, state none.**

(Do not include home loans, student loans, or any credit card debt because most credit cards are issued by federal or state insured or regulated financial institutions. In addition, credit card companies are in the business of providing revolving credit or installment accounts.)

Name of Creditor _____

Type of Liability _____

End Date _____

Valuation of Outstanding Liability:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

Please provide additional Information in the text box below.

6. Please provide all **real property** located in the District (and its actual location) with a fair market value in excess of \$1,000, or that produced income of \$200 or more, in which you or your spouse, domestic partner, or dependent children, have an interest. Do not list **personal residences** occupied by you or your spouse, or domestic partner. **If none, state none.**

Location of Real Property _____

Purchase Date _____

Date Sold _____

Valuation of Real Property:

(Place a check mark in the box next to the applicable range. Attach a Supplemental Sheet if you have additional entries. Report other entries in the same format.)

- None (or less than \$1,001)
- \$1,001 - \$15,000
- \$15,001 - \$50,000
- \$50,001 - \$100,000
- \$100,001 - \$250,000
- \$250,001 - \$500,000
- \$500,001 - \$1,000,000
- Over \$1,000,000
- \$1,000,001 - \$5,000,000
- \$5,000,001 - \$25,000,000
- \$25,000,001 - \$50,000,000
- Over \$50,000,000

Please provide additional Information in the text box below.

7. Please list all professional or occupational licenses issued by the District of Columbia government held by you or your spouse, domestic partner, or dependent children. **If none, state none.**

License Issued _____

Issuing Entity _____

Please provide additional Information in the text box below.

(Attach a Supplemental Sheet if you have additional entries)

- 8.** Please list all gifts you received from a prohibited source in an aggregate value of \$100 in a calendar year. **If none, state none.**

Identity of Gift Giver _____

(If Gift Giver is an individual, please provide the identity of the entity associated with the individual Gift Giver)

Gift Giver's Entity _____

Description of Gift _____

Purpose of Gift _____

Date of Gift _____ Amount or Estimated Value _____

Please provide additional Information in the text box below.

(Attach a Supplemental Sheet if you have additional entries)

By signing this affidavit before a witness, I hereby swear (or affirm) that to the best of my knowledge and belief, I have not caused title to property to be placed in another person or entity for the purposes of avoiding disclosure;

I further swear (or affirm) that I have:

- Filed and paid my income and property taxes;
- Diligently safeguarded the assets of the taxpayers and the District;
- Reported known illegal activity, including attempted bribes, to the appropriate authorities;
- Not been offered or accepted any bribes;
- Not directly or indirectly received government funds through illegal or improper means;
- Not raised or received funds in violation of federal or District law; and
- Not received or been given anything of value, including a gift, favor, service, loan gratuity, discount, hospitality, political contribution, or promise of future employment, based on any understanding that my official actions or judgment or vote would be influenced.

YOU MUST SIGN THIS FORM. Read the following carefully before you sign. I understand that the making of a false statement on this form or materials submitted with this form is punishable by criminal penalties pursuant to D.C. Official Code § 22-2405 *et seq.* (2001). I understand that any information I give may be investigated as allowed by law or regulation. I certify that, to the best of my knowledge and belief, all of my statements are true, correct, and complete.

Signature

Name of Person

Date

Please use the text box below if you need to include any additional information.

GENERAL INSTRUCTIONS

WHO MUST FILE

A Confidential Financial Disclosure Statement (CFDS) shall be completed by all designated employees who make decisions or participate substantially in areas of contracting, procurement, administration of grants or subsidies, developing policies, land use planning, inspecting, licensing, policy-making, regulating, or auditing, or act in areas of responsibility that may create a conflict of interest or the appearance of a conflict of interest.

Agency Heads must designate persons required to file a CFDS form in writing by April 15th of each year. Designees must also be notified of the ability to request a review of the designation by the agency head within five (5) days.

WHERE AND HOW TO FILE

All designated employees are required to file a CFDS with the appropriate agency head. The appropriate agency head will provide further instructions on where and how to file CFDS forms.

Do NOT leave an answer BLANK. If you have nothing to report in response to the question, enter "NONE".

WHEN TO FILE

The CFDS shall be submitted to the appropriate agency head not later than May 15th of each year for the prior calendar year.

Glossary of Terms

- Business - under D.C. Code § 1-1161.01(4): means any corporation, partnership, sole proprietorship, firm, nonprofit corporation, enterprise, franchise, association, organization, self-employed individual, holding company, joint stock, trust, and any legal entity through which business is conducted, whether for profit or not.
- Domestic partnership is defined as the relationship between two persons who have registered as domestic partners under the District's registration procedures (*DC Code Sec. 32-701*).
- Gift – a payment, subscription, advance, forbearance, rendering, or deposit of money, services, or anything of value, unless consideration of equal or greater value is received. The term "gift" shall not include:
 - (A) A political contribution otherwise reported as required by law;
 - (B) A commercially reasonable loan made in the ordinary course of business; or
 - (C) A gift received from a member of the person's immediate family.
- Honorarium - the term "honorarium" means payment of money or anything of value for an appearance, a service, speech, or article; provided, that a reimbursement for or payment of actual and necessary travel expenses incurred shall not be considered honoraria. For the purposes of computing the \$ 10,000 limit on honoraria established under this subsection, an honorarium shall be considered received in the year in which the right to receive the honorarium accrues. An example includes payment to guest speakers at a conference to cover their travel, accommodation, or preparation time.
- Public Financial Disclosure Statement (PFDS) – is a Financial Disclosure Statement whose purpose is to report the annual listing of financial transactions of public servants for the prior calendar year, unless the form is submitted as an amendment. The form addresses the following:
 - Business Transactions: This consists of business entities transacting any business with the District of Columbia in which the public official (or spouse for jointly titled property) has a beneficial interest valued in excess of \$1,000.00, or serves as an officer, director, partner, employee, contractor, and consultant or in any other capacity. Business entities include sole proprietorships, partnerships and corporations.
 - Business Interest: Any business interest held by the public official (or spouse for jointly held property) in business entities transacting any business with the District of Columbia Government consisting of corporate stock, registered and traded on a national exchange, is listed only if the total value exceeds \$5,000.00.

- Liabilities: Each outstanding liability borrowed by the public official (or spouse if a joint liability) exceeding \$1,000.00 which is not a loan from a federal or state insured or regulated financial institution, immediate family member, or revolving credit or installment account.
- Real Property: All real property located in the District of Columbia (other than the personal residence actually occupied by the public official or spouse) that the public official or spouse (where jointly titled) holds an interest that has a fair market value in excess of \$1,000.00.
- Licenses: Each professional or occupational license issued by the District of Columbia Government.
- Gifts: All gifts received in excess of \$100.00 in a calendar year from any business entity **transacting business with the District of Columbia Government.**