



## **CONFLICT OF INTEREST FORM KEY EMPLOYEES**

The conflict-of-interest form should indicate whether an employee has an economic interest in or acts as an officer or a director of any outside entity whose financial interest would reasonably appear to be affected. The employee should also disclose any personal, family business, or volunteer affiliations that may give rise to a real or apparent conflict of interest. Employees must strictly follow all relevant federally and organizationally established policies, procedures, regulations, and guidelines in financial conflicts.

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

I have no conflict of interest(s) to report.

OR

I have the following conflict of interest to report. Please specify other organizations for which you perform outside consulting professional work per the terms of your employment contract, nonprofit and for-profit boards you or your spouse/partner sit on, any for-profit businesses for which you or an immediate family member are an officer or director, or a majority shareholder, and the name of any businesses you or your family member own:

1.

2.

3.

I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Employee Signature

Date

Printed Name

Title