DISCLOSURE OF ECONOMIC INTEREST IN A MUNICIPAL CONTRACT OR BUSINESS BY A PUBLIC SERVANT

Public servant includes all municipal employees, board members, and elected officials. AMC 1.15.030D.

For new employment, appointment, or election, this form must be filed with the Municipal Clerk within 30 days of commencement of service. AMC 1.15.100A. For newly acquired economic interest, this form must be filed with the Municipal Clerk upon acquisition. AMC 1.15.100B.

1. Name: _______________________________________________  Date: ____________________
   Email: __________________________________________________________________________

2. I am making this disclosure as a(n) …
   - Employee  ____ upon employment, _________ or ___ upon acquisition of interest in municipal business
     (Date of Hire)
     of the Municipality of Anchorage, ________________________________
     (Department)    (Position)
     of a corporate authority owned by the MOA, ________________________________
     (Authority)
     or of the Anchorage School District ________________________________
     (School)    (Position)
   - Board Member  ____ upon appointment, _________ or ___ upon acquisition of interest in municipal business
     (Date of Appointment)
     of a municipal authority, ________________________________
     (Authority)
     of a municipal board or commission, ________________________________
     (Board or Commission)
     or of a LRSA ________________________________
     (Limited Road Service Area)
   - Elected Official  ____ upon election, _________ or ___ upon acquisition of interest in municipal business
     (Date of Election)
     _____ Mayor,   _____ Assembly Member, _____ School Board Member, or
     _____ Board Member of a GSA ________________________________
     (General Service Area)

3. Please check one of the following:
   - Neither I, nor any member of my immediate family or household have any personal or financial interest in a Municipal contract or in an entity engaging in business with the Municipality.
   - I, or a member of my immediate family or household have a personal or financial interest in a Municipal contract or in an entity engaging in business with the Municipality. Please provide the information requested on the back of this form and a description of the economic interest. (Attach separate sheets as necessary.)

4. All filers must affirm the following statement: I understand that I am required under AMC 1.15.100 to disclose any economic interest in a Municipal contract or in an entity engaging in business with the Municipality, held by myself or a member of my immediate family or household. Economic Interest means a benefit, financial interest, special privilege, or contractual relationship. I hereby file this disclosure with the Municipal Clerk’s Office to reflect all Municipal economic interest(s) as required. Further, I will use this form to supplement this disclosure with the Municipal Clerk as new economic interests are acquired. I affirm that this disclosure is true and correct to the best of my knowledge.

   Signature ___________________________________________ Date _______________

(If disclosing a Municipal economic interest, please continue to the back of this form to provide the requested information.)
I am disclosing the following economic interest in a Municipal contract or in an entity engaging in business with the Municipality held by myself or a member of my immediate family or household:

**Identify the Municipal Contract:** *(Attach separate sheets as necessary.)*  
Contract Name: ___________________________________________ Date Acquired: __________  
Name of the person with the economic interest: __________________________________________  
Amount of interest held: ___________________ □ self or □ family-household member  
Could the performance of your official duties in any way affect the contract? _____  
(If yes, the public servant may request additional review by the Board of Ethics. AMC 1.15.100B.2.)  
If yes, describe the potential for conflict:  
_____________________________________________________________________________  
_____________________________________________________________________________  
_____________________________________________________________________________  
If yes, describe the preventive measures that shall be taken to manage any potential for conflict:  
_____________________________________________________________________________  
_____________________________________________________________________________  
_____________________________________________________________________________  

and/or …

**Identify the Entity engaging in business with the Municipality:** *(Attach separate sheets as necessary.)*  
Entity Name: ___________________________________________ Date Acquired: __________  
Name of the person with the economic interest: ___________________________________________  
Title of position held: ___________________ □ self or □ family-household member  
Describe the responsibilities of the position held:  
_____________________________________________________________________________  
_____________________________________________________________________________  
_____________________________________________________________________________  
Could the performance of your official duties in any way affect the entity’s business with the Municipality? _____  
(If yes, the public servant may request additional review by the Board of Ethics. AMC 1.15.100B.2.)  
If yes, describe the potential for conflict:  
_____________________________________________________________________________  
_____________________________________________________________________________  
_____________________________________________________________________________  
If yes, describe the preventive measures that shall be taken to manage any potential for conflict:  
_____________________________________________________________________________  
_____________________________________________________________________________  
_____________________________________________________________________________

This page of this form must be signed by both the public servant’s supervisor and an ethics officer before filing is complete.  
I have reviewed this disclosure and either no potential for conflict exists or it has been managed by taking the preventive steps described.

Supervisor’s Signature ___________________________ Date __________

Ethics Officer’s Signature ___________________________ Date __________

For Municipal Clerk’s Office Use  
Date Received: ___________________________ 
Date Reviewed by Board of Ethics: __________