



Name:

**3. Interest in Contracts.**

Describe any interest of you or a close relative in any contract involving the City or any municipal corporation located within the City of Buffalo.

Name of Family Member	Contract	Description
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**4. Political Parties.**

List any position you held within the last five (5) years as an officer of any political committee or political organization. The term "political organization" includes any independent body or any organization that is affiliated with or a subsidiary of a political party.

**5. Gifts and Honorariums.**

List the source of all gifts received in the past year from the same or affiliated source aggregating in excess of \$100.00 received during the last year by you or a close relative, from any person or organization having had a regulatory or financial relationship with the City within the past two (2) years or expecting to have such a relationship within the next two (2) years, excluding gifts from a relative. The term "gifts" includes gifts of cash, property, personal items, services, payments to third parties on your behalf, loans, forgiveness of debt, honorariums, travel, entertainment, hospitality, tickets, any financial transaction on terms not available to the general public, and any other payments that are not reportable as income. The term "gifts" shall not include normal hospitality or promotional materials received within the past year if such hospitality or materials which when aggregated by source, do not exceed \$100.00 in value and are not received in circumstances in which it might reasonably be inferred that they were given with the intention to influence or reward you in relation to the performance of your duties.

Name:

**6. Real Estate.**

Real Estate: List the address of each piece of real property you or a close relative own or have a financial interest in (including an interest through a family trust or business organization). List only real estate that is in the City of Buffalo or within five (5) miles of the boundary of the City of Buffalo.

<b>Name of Family Member</b>	<b>Relationship to You</b>	<b>Address of Real Estate</b>	<b>Type of Investment</b>
<i>[E.g.: John Jones Father 1 Main Street, Buffalo Owns]</i>			

**7. Your Employment or Business**

List the name of any employer or business from which you receive compensation for services rendered or goods sold or produced or of which you are a member, officer, or employee.

<b>Name of Employer Or Business</b>	<b>Nature of Business</b>	<b>Type of Business</b>
<i>E.g.: Monument Realty Real Estate Agency Partnership</i>		

**8. Your Spouse's Employment or Business**

List the information in question 7. for your spouse

<b>Name of Employer Business</b>	<b>Nature of Business</b>	<b>Type of Business</b>	<b>Spouse's Relationship</b>
<i>E.g.: Pottery Ltd</i>	<i>Pottery</i>	<i>Manufacture Corporation</i>	<i>Treasurer</i>

Name:

**9. Investments**

List your interest in business entities or trusts in which you or a close relative has had financial or regulatory activity with either the City or City Development Agency within the last year or is expected to have such activity in the next year, except for a publicly traded corporation of which you own less than five percent (5%) of the outstanding stock and except for personal savings and retirement accounts.

Name of Family Business	Relationship to You	Name of Family Business	Involvement with City
<i>E.g.: John Jones</i>	<i>Father</i>	<i>Acme Corp</i>	<i>Supply Contractor</i>

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

After completion, remove the original of this statement (or, if applicable, the Transaction Disclosure Statement) from the disclosure booklet, make and retain a copy for your records, and place the original and receipt form in the envelope provided marked "Confidential," and return to the City Clerk on or before the due date. If mailed, an acknowledgement of receipt will be sent to you for your records. If you hand deliver the statement, request a date and time stamped receipt. Please keep this booklet, the copy of your completed statement and receipt for your records.

Name:

**For City Employees Only**

**10. Other Financial Interests.**

A. Outside Employment. Describe any outside occupation, employment, trade, business or profession providing more than \$1,000/year for you or a close relative, if any, and indicate whether such activities are regulated by any state or local agency.

Name of Family Member	Position	Name, Address and Description of Organization	State or Local Agency
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B. Future Employment. Describe any contract, promise or other agreement between you and anyone else with respect to your employment after leaving your City office or position.

C. Past Employment. Identify the source and nature of any income in excess of \$1,000 per year from any prior employer, including deferred income, contributions to a pension or retirement fund, profit sharing plan, severance pay or payments under a buyout agreement.

Name and Address	Description of Income Source (i.e., pension, deferred, etc.)
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Name:

**For City Employees Only**

**11. Third-Party Reimbursements**

Identify and describe the source of any third-party payment or reimbursement for City of Buffalo travel-related expenditures in excess of \$250.00 for any matter that relates to your official duties. The term "reimbursement" includes any travel-related expenses provided by anyone other than the City for speaking engagements, conferences or fact-finding events that relate to your official duties.

Source	Description
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**12. Loans and Debts**

Describe all loans and debts of you or a close relative in excess of \$5,000 (excluding **retail accommodations such as primary mortgages, home equity loans, charge accounts, lines of credit, and credit cards extended in the normal course of business** which are ordinarily available to the general public by financial institutions (for example, banks) and/or merchants and which are not extended in circumstances in which it might be reasonably inferred that they were extended with the intention to influence or reward you in relation to the performance of your duties):

Name of Family Member	Name and Address of Creditor
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**Signature**

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**Date**

After completion, remove the original of this statement (or, if applicable, the Transaction Disclosure Statement) from the disclosure booklet, make and retain a copy for your records, and place the original and receipt form in the envelope provided marked "Confidential," and return to the City Clerk on or before the due date. If mailed, an acknowledgement of receipt will be sent to you for your records. If you hand deliver the statement, request a date and time stamped receipt. Please keep this booklet, the copy of your completed statement and receipt for your records.

# RECEIPT

**Date/time:**

Received by:

\_\_\_\_\_ Mail

\_\_\_\_\_ Hand Delivery to City Clerk

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# RECEIPT

To Employee:

**Date/time:**

Received by: \_\_\_\_\_

\_\_\_\_\_ Mail

\_\_\_\_\_ Hand Delivery to City Clerk

**TRANSACTIONS DISCLOSURE STATEMENT FOR THE CITY OF BUFFALO,  
NEW YORK PURSUANT TO ADMIN. CODE § 12-5**

**Date:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Official Discretionary Action**

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**Nature of Private Interest or Transaction**                      **Action to be Taken by Employee**

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**Name of Related Parties with Private Interest**                      **Relationship to Employee  
or Transaction**

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**Nature of Private Interest or Transaction of Action to be Taken by Related Parties**  
**Related Parties**

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**This form is to be used for any transaction that occurs during the year.**