

**SAMPLE DISCLOSURE STATEMENT TO ACCOMPANY
INTERNAL REVENUE SERVICE CONFLICT OF INTEREST POLICY**

The Conflict of Interest Policy of the Organization requires any interested person to disclose any direct or indirect financial interest which he or she has or reasonably expects to have in any proposed or existing transaction or arrangement with the Organization, or in any other matter under consideration or to be considered by the Board of Directors, the Executive Committee, or any other Board Committee.

Please initial each statement that applies to you:

___ I have read and am familiar with the Conflict Of Interest Policy.

___ I am not aware of any direct or indirect financial interest which is required to be disclosed under the Conflict Of Interest Policy.

___ I have described in the attached letter every direct or indirect financial interest which is required to be disclosed under the Conflict Of Interest Policy. (Please attach a letter providing complete details of any direct or indirect financial interest subject to the Policy.)

During the time that I am a Director or Officer of the Organization, I agree to report promptly any future direct or indirect financial interest that might involve or appear to involve me or any of my relatives in any potential conflict of interest with the Organization.

I am completing this disclosure statement based on the definitions below that are taken from the Conflict of Interest Policy.

Signature: _____ Date: _____

Please return this statement in the enclosed envelope not later than _____.

For the purposes of this Policy, a Director or Officer has a **direct or indirect financial interest** if he or she, or one of his or her relatives has:

(a) an ownership or investment interest in any entity with which the Organization has a transaction or arrangement;

(b) a compensation arrangement with the Organization or with any entity or individual with which the Organization has a transaction or arrangement; or

(c) a potential ownership or investment interest in, or compensation arrangement with, any entity or individual with which the Organization is negotiating a transaction or arrangement.