

Acknowledgement of Disclosure Requirement

Pursuant to City of Shreveport Code of Ordinances Section 2-51

*[Board member must complete and return this form,
whether or not the board or commission member has anything to disclose.]*

I hereby acknowledge that I have read City Code Section 2-51 and I am aware of the disclosure requirements therein.

Name

Board or Commission Member Serves On

Email for future correspondence

Phone Number

Signature

Date

Please complete this form and return or fax to the following:

City of Shreveport
City Internal Auditor
P.O. Box 31106
Shreveport, LA 71130
Fax No: (318) 673-7911

If you have any questions, please contact the City Internal Audit Office at 318-673-7900.

Disclosure Form

[To be completed by the board member only if the member, family member, or legal entity has derived any thing of economic as outlined in City Ordinance Section 2-51.]

Please circle one:

Initial Disclosure
(Within 30 days of confirmation)

Annual Disclosure for 20__
(Please indicate year)

1.

Name of Board or Commission member

Address (Street or PO Box, City, State, and Zip) of Board or Commission Member

Board or Commission Member Serves On

2. Board member is filing this initial disclosure for:

___ self [board member derives any thing of economic value of which the board member may be reasonably expected to know, except a subcontract less than \$500 with the city.]

___ legal entity [board member owns 25% or more of legal entity that derives any thing of economic value of which the board member may be reasonably expected to know, except a subcontract less than \$500 with the city. Or the board member owns 1% or more of legal entity that derives any thing of economic value worth \$5,000 or more with the city.]

Name of legal entity

Address of legal entity

Percentage owned of legal entity

Position held by board member in the legal entity

___ family member [board member's immediate family that derives any thing of economic value which the board member has knowledge, except a subcontract less than \$500 with the city.]

Name of family member

Address of family member

Familial relationship to board member

3. Name/Nature of contract or subcontract: _____

4. Amount of contract or subcontract: _____

5. Description of goods and services provided or to be provided:

6. If this is a **Final Filing**, please check all that are applicable:

Contract or subcontract completed

Date contract or subcontract completed: _____

Board member no longer serves on board or commission

Name of board member

Signature

Date