

CITY OF WILMINGTON

**FINANCIAL DISCLOSURE REPORT FOR ELECTED AND APPOINTED OFFICIALS
REQUIRED UNDER WILMINGTON CITY CODE §2-345.1**

Instructions: All elected and appointed officials must complete this form within 14 days of starting employment with the City of Wilmington and again each year by May 1 with information regarding the prior calendar year. Each question must be completed with respect to yourself and any Household member, which means a domestic partner or an adult family member, who lives with you. Each response should list the person associated with the response for example yourself, spouse, your domestic partner, or adult family member. If you do not have responsive information to a question, write N/A as the answer. The form must be turned into the Law Department by May 1 and must be notarized (notaries are available in the law department). If you need additional space, attach additional pages to this document. All responses must be typed and may not be hand written.

Notice: The filing of a false statement under this section, in addition to any other violations and penalties that may be provided by law, may constitute the misdemeanor of “making a false written statement” as provided in Title 11 of the Delaware Code and be punishable upon conviction as provided in that title. Additionally, the Wilmington City Code §2-345.1(h) provides additional violations and penalties as follows:

- 1. No filer shall be allowed to continue upon his or her duties, nor shall he or she receive any compensation from city funds, unless he or she has filed a financial disclosure report as required by this section.**
- 2. Any filer who knowingly files a financial disclosure report that is false in any material respect shall be guilty of a class A misdemeanor for which punishment may include up to 1 year incarceration at Level V and such fine up to \$2,300, restitution or other conditions as the court deems appropriate.**
- 3. Any filer who willfully fails to file a financial disclosure report shall be guilty of a class B misdemeanor for which punishment may include up to 6 months of incarceration at Level V and such fine up to \$1,150, restitution or other conditions as the court deems appropriate.**

Name: _____

Position: _____

Section 1. If you, your spouse, your domestic partner, or an adult family member own any part of a business with a fair market value greater than \$5,000 or had income of more than \$5,000 in the past year, list the name of the business, instrument and nature of your ownership of the business (e.g. common or preferred stock, rights, warrants, articles of partnership, proprietary interest, deeds and debt instruments, if convertible to equity instruments 29 Del. C. § 5812(K)), and any position of management held by, or constructively control by, you or your domestic partner or adult family household members.

Self:

Household Members:

Section 2. For any professional organization in which you, your spouse, your domestic partner, or an adult family member are the sole practitioner, officer, director, or partner, or serve in any advisory capacity, or which you constructively control that had income greater than \$500 last year, list the name of the organization, its address, and the type of practice. Any organization disclosed under Section 1, does not need to be included here.

Self:

Household Members:

Section 3. For any income you, your spouse, your domestic partner, or an adult family member derived for services rendered or employment exceeding \$500 from a single source, list the sources of income. If the sources of that income are listed in Section 1 or Section 2, it does not need to be included here.

Self:

Household Members:

Section 4. For any capital gain (capital gain means those that must be reported to the Internal Revenue Service pursuant to federal law, 29 Del. C. § 5812(b), these are typically gains from sale of property, stocks, or other financial instruments) you, your spouse, your domestic partner, or an adult family member received from a single source (other than sale of your primary residence), list the source of the income.

Self:

Household Members:

Section 5. For any reimbursement for expenditures you, your spouse, your domestic partner, or an adult family member received \$1,000 from a single source, list each source of the reimbursement(s).

Self:

Household Members:

Section 6. For any honoraria (honoraria means fees received for speeches, writings, group discussions, and similar activities excluding reimbursements, 29 De. C. § 5812(i) received

by you, your spouse, your domestic partner, or an adult family member, list the source of the income.

Self:

Household Members:

Section 7. If you, your spouse, your domestic partner, or an adult family member receive gifts over the course of the last calendar year with a total value exceeding \$250 from any person or entity, list the gift giver and amount of the gift. You may rely on the good faith representation of the gift giver of the gift. Gifts from domestic partners or a person related by blood (whole or half), adoption, or marriage do not need to be disclosed.

Self:

Household Members:

Section 8. If you, your spouse, your domestic partner, or an adult family member were indebted for a period of 90 consecutive days or more during the last calendar year in a total amount more than \$1,000, list the creditor (examples include mortgages, car loans, students loans, or other debts outstanding for more than 90 days such as unpaid credit cards or utility bills).

Self:

Household Members:

Section 9. If you, your spouse, your domestic partner, or an adult family member have co-signed a loan with anyone who has done business with the City or is a City employee, identify that person or entity.

Self:

Household Members:

Section 10. If you, your spouse, your domestic partner, or an adult family member, have sold, leased, or bought real property (land with or without a structure) to or from the City or any of its entities, list property and your involvement in it.

Self:

Household Members:

Section 11. If you, your spouse, your domestic partner, or an adult family member serve on any corporate or non-profit boards (including paid and unpaid), list the entity's name, the nature of its business, and whether it operates within the City of Wilmington (list yes or no). This includes Boards to which you are an *ex-officio* member and those you are a member of in your official capacity.

Self:

Household Members:

The data contained in this report is provided as of this _____ day of _____ 20__.

Filer's Signature: _____

**CITY OF WILMINGTON
COUNTY OF NEW CASTLE
STATE OF DELAWARE
SWORN AND SUBSCRIBED before me**

This _____ day of _____ 20__

Notary Public

My Commission Expires: