

STATE OF OREGON



2009

ANNUAL VERIFIED STATEMENT OF ECONOMIC INTEREST

[INFORMATION FOR THE CALENDAR YEAR 2008]

INSTRUCTIONS: Please read carefully!!

1. Pursuant to ORS 244.050, you **MUST** file this statement with the Oregon Government Ethics Commission (OGEC) if you will hold office on April 15, 2009. This applies even if you did not hold office during the calendar year 2008.
2. The information you report must reflect the economic interests you held at **any time during the calendar year January 1, 2008 through December 31, 2008.**
3. Do not leave any section blank. Indicate "N/A" if the requested information does not apply to you. You may attach additional sheets if necessary to provide complete information.
4. Sign, date and provide your daytime telephone number in the spaces provided at the bottom of page 5 of this statement.
5. **PLEASE MAKE A COPY OF THE COMPLETED FORM AND RETAIN IT FOR YOUR OWN RECORDS.** Although there is no requirement that you do so, you may want to consider returning your completed Statement of Economic Interest to the OGEC with delivery confirmation or by certified mail.
6. Please return this form to the Oregon Government Ethics Commission as soon as possible. **It must be postmarked no later than Wednesday, April 15, 2009.** Please contact the OGEC at 503-378-5105 if you have questions.

NOTE: Failure to complete and file this form by the final date for filing may subject you to an automatic civil penalty of \$10.00 for each of the first 14 days the statement is late and \$50.00 for each day thereafter, up to a maximum of \$5,000. [ORS 244.350(4)(c)]. Additional sanctions may also apply [ORS 244.380].

Annual Verified Statement of Economic Interest
Filing Instructions
(Due April 15, 2009)

The Oregon Government Ethics Commission (OGEC) has been informed that you are a public official who is required by ORS 244.050 to file a Statement of Economic Interest (SEI) form. The governing body you serve has provided us with your name, position and mailing address. If any of our information is incorrect, please notify your governing body as soon as possible, and also make the correction on the SEI form before you return it so we may update our database. The following answers to frequently asked questions are provided to assist you in filling out your SEI form:

Why do I have to fill out one of these forms?

ORS 244.050 specifically identifies certain public officials who are required to complete the SEI form. Your position is one of those listed.

If I hold two public positions and I have received a form for each, do I have to file two forms or will one meet the requirement?

One is all that is required. We will apply the filing date to each position in our database that is associated with your name. It helps us if you indicate on the front page of the form what additional position(s) you hold.

What are the most common errors officials make when completing the SEI form?

- (a) Forgetting to sign and date the form on the last page.
- (b) Failing to list all sources of household income for question 2. The question does not relate only to the public position you hold. The top 5 sources of household income must be listed. Do not overlook the fact that a pension or social security benefit represents part of the household income. Please refer to the definition of income on page 3 of the SEI form.
- (c) Completing items 7 to 9 when not necessary. Please carefully read the instructions in the box on page 5. The questions need to be answered only if either of the conditions listed in the instructions apply to your responses.

What if I refuse or fail to file the form by the deadline given?

ORS 244.350(4) prescribes assessment of a penalty of \$10 for each of the first 14 days the statement is late and \$50 for each day thereafter that passes after the filing deadline date, up to a maximum of \$5000.

Please make a copy of the completed form and retain it for your records. Mail the original form to be postmarked on or before April 15 to:

Government Ethics Commission
3218 Pringle Rd. SE, Suite 220
Salem, OR 97302-1544

Please do not fail to respond to this notification! If you do not believe that you are required to file a SEI or if you have other questions, please call the OGEC at (503) 378-5105 as soon as possible.

Thank you for your valuable service to the public!

DEFINITIONS

Please use the following definitions to assist you when completing the form:

1. **"Business"** means any corporation, partnership, proprietorship, firm, enterprise, franchise, association, organization, self-employed individual and any other legal entity operated for economic gain. This does not include income-producing not-for-profit corporations that are tax-exempt under section 501(c) of the Internal Revenue Code with which a public official or relative of a public official is associated in a non-compensated capacity.
2. **"Income"** means income of any nature derived from any source, including but not limited to any salary, wage, advance, payment, dividend, interest, rent, honorarium, return of capital, forgiveness of indebtedness, retirement income, real estate transactions, inheritance income, or anything of economic value received as income including income from government sources (i.e., social security, your public salary, etc.),
3. **"Legislative or Administrative Interest"** means an economic interest, distinct from that of the general public, in one or more bills, resolutions, regulations, proposals or other matters subject to the action or vote of the public official.
4. **"Relative"** means:
 - the spouse or domestic partner of the public official;
 - any children of the public official and of the public official's spouse;
 - any siblings and spouses of siblings of the public official and of the public official's spouse;
 - parents of the public official and of the public official's spouse;
 - any individual for whom the public official has a legal support obligation;
 - any individual for whom the public official provides benefits arising from the public official's public employment or from whom the public official receives benefits arising from that individual's employment.
5. **"Person"** means, for purposes of this form, (a) the public official or candidate required to file a Statement of Economic Interest and (b) an individual, corporation, partnership, joint venture, and any other similar organization or association.
6. **"Member of Household"** means any person who resides with the public official.

1. **BUSINESS OFFICE OR DIRECTORSHIP; BUSINESS NAME**

A. If you or a member of your household were an officer or director of a business (see definition of "business" above) during **2008**, please indicate that information below. (These would be personal business ventures, not the public position you hold. Items A and B may be the same and Item B may be subsidiary of parent company listed in Item A for example.)

<u>Business Name</u>	<u>Business Address</u>	<u>Description of Business</u>	<u>Title of Office</u>	<u>Held By Whom</u>
1. _____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____

B. List the names under which you or members of your household did business (see definition of "business" above) during **2008**:

<u>Business Name</u>	<u>Business Address</u>	<u>Description of Business</u>	<u>Held By Whom</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____

2. **SOURCES OF INCOME:**

Identify the five most significant sources of income (See definition of "income" on page 3) received by you or a member of your household, who is over 18 years of age, during the **2008** calendar year. (Your household may have multiple sources of income, but you need list only the 5 most significant sources. You must use your own judgment to determine what is significant for your household. Sources of \$1000 or less may not be considered significant. Please do not list individual clients of your business.)

<u>Name of Source</u>	<u>Address of Source</u>	<u>Description of Source</u>	<u>Household Member Who Received</u>
1. _____	_____	_____	_____
2. _____	_____	_____	_____
3. _____	_____	_____	_____
4. _____	_____	_____	_____
5. _____	_____	_____	_____

IMPORTANT NOTICE: Senate Bill 30, which is currently pending before the Legislative Assembly, contains a provision that removes the requirement that you identify members of your household and relatives in Items 3 and 4 below. At the time of the mailing of this form, the bill had not yet passed, so the statutory requirement still remains. The Ethics Commission has no authority to alter the mandates of the existing law, so we must advise you that at this time you are required to provide the information. The Ethics Commission will redact the information you provide in items 3 and 4 from your form following passage of the bill.

A notice will be posted on our website at www.oregon.gov/ogec that will provide the ongoing status of the legislation in this matter, and the designated contact person for your jurisdiction will also be provided with any updates as they occur and will be asked to pass them on to you.

(See notice in box above)

3. **MEMBERS OF HOUSEHOLD:** List the name of each member of the household who is 18 years of age or older. (See definition of "member of household" on page 3.)

- | | |
|----------|----------|
| 1. _____ | 5. _____ |
| 2. _____ | 6. _____ |
| 3. _____ | 7. _____ |
| 4. _____ | 8. _____ |

(See notice in box above)

4. **RELATIVES:** List the name of each relative (See definition of "relative" on page 3), who is 18 years of age or older, who is not a member of the household.

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

5. **REAL PROPERTY:** List all real property (*residential, commercial, vacant land, etc.*) in which, during **2008**, you or a member of your household had any ownership interest, any option to purchase or sell, or any other right of any kind in real property, including a land sales contract, **located within the geographical boundaries of the public entity you serve.** (*Boundaries for legislators, or filers from state agencies, boards, commissions or institutions would be the state borders. Boundaries for local filers would be the limits of the city or county you serve.*) **Do not list your principal residence.**

<u>Description</u>	<u>Address</u>
1. _____	_____
2. _____	_____
3. _____	_____

6. **SHARED BUSINESS WITH LOBBYIST:** List the name of any compensated lobbyist who was associated with a business with which you or a member of your household was also associated during **2008.** (*Example: The public official or household member is an employee or owner of a private company that also employs a lobbyist. Owning stock in a publicly traded company in which the lobbyist also owns stock is not a relationship that requires disclosure.*)

<u>Name of Lobbyist</u>	<u>Name of Business</u>	<u>Type of Business</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

PLEASE NOTE – Do NOT answer items 7, 8 and 9 if the information requested does NOT involve:

A. An individual or business that did business with, or reasonably could be expected to do business with the public body you serve or over which you have authority; or

B. An individual or business with a legislative or administrative interest (see definitions, p. 2) in the public body you serve or over which you have authority.

(Please refer to the instructions in the box above.)

7. **DEBT OF \$1,000 OR MORE:** Respond only if you or a member of your household owed a debt of \$1,000 or more to a person (*see definition of "person" on page 3*) during **2008**, and that debt involved an individual or business that did business with, or reasonably could be expected to do business with the public body you serve, or had a legislative or administrative interest in the public body you serve. (*Note: Do not list loans from state or federally regulated financial institutions (banks, etc.) or retail credit accounts and do not list the amounts owed.*)

<u>Name of Creditor</u>	<u>Date of Loan</u>	<u>Interest Rate of Loan</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

(Please refer to instructions in the box on page 5.)

8. **BUSINESS INVESTMENT OF MORE THAN \$1,000:** Respond only if you or a member of your household had a personal, beneficial interest or investment in a business (see definition of "business" on page 3) of more than \$1,000 during **2008**, if the investment involved an individual or business that did business with, or reasonably could be expected to do business with the public body you serve, or had a legislative or administrative interest in the public body you serve. (Note: Do not list the amount of the investment. Do not list individual items in a mutual fund or blind trust, or a time or demand deposit in a financial institution, shares in a credit union, or the cash surrender value of life insurance.)

<u>Business Name</u>	<u>Address</u>	<u>Description of Business</u>
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

(Please refer to instructions in the box on page 5.)

9. **SERVICE FEE OF MORE THAN \$1,000:** Respond only if **you** (not your business) received a fee of more than \$1,000 in **2008** from a person (see definitions of person on page 3) for whom you performed a service, if the service involved an individual or business that did business with, or reasonably could be expected to do business with the public body you serve, or had a legislative or administrative interest in the public body you serve. (Do not list fees if you are prohibited from doing so by law or a professional code of ethics.)

<u>Name</u>
1. _____
2. _____
3. _____

10. **VERIFICATION** Under penalties for false swearing/false affirmation, I declare that the information submitted in this document is, to the best of my knowledge and belief, true, accurate and complete.

(Signature) _____ (Date)

(Daytime Telephone Number)

Return form to:

Oregon Government Ethics Commission
3218 Pringle Rd. SE, Suite 220
Salem, OR 97302-1544

Telephone: 503-378-5105