

# Erie County Code of Ethics Employee Disclosure Form

Every employee of the County of Erie, other than those required to make annual financial disclosures under Local Law #2 of 2018, shall file, within ten days of taking office, or within ten days of appointment to a position of employment with Erie County, and **annually on the fifteenth day of May in every year**, the following disclosure statement:

Every section must be filled out. If you have no employment or interest to disclose, write "NOT APPLICABLE or N/A" in the first line of that section.

NAME: \_\_\_\_\_  
POSITION: \_\_\_\_\_  
DEPARTMENT: \_\_\_\_\_  
WORK ADDRESS: \_\_\_\_\_  
HOME ADDRESS: \_\_\_\_\_  
WORK TELEPHONE: \_\_\_\_\_ HOME TELEPHONE: \_\_\_\_\_

**1. State every employment for pay which you hold, whether full time or part time, other than your employment with the County of Erie:**

EMPLOYER: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_  
POSITION HELD: \_\_\_\_\_  
TYPICAL WORK HOURS: \_\_\_\_\_

**2. State the name of any firm or partnership of which you are a member:**

BUSINESS NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
TELEPHONE: \_\_\_\_\_  
NATURE OF BUSINESS: \_\_\_\_\_  
TYPICAL HOURS OF WORK: \_\_\_\_\_

**3. State any self-employment or business of which you own or operate personally:**

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_

TYPICAL HOURS OF WORK: \_\_\_\_\_

**4. State the Name of corporation in which you, your spouse or your minor children hold five per cent or more of the stock:**

BUSINESS NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_

POSITION WITH CORPORATION: \_\_\_\_\_

I file this statement pursuant to Section 8 of the Erie County Code of Ethics. Any false statement or failure to provide required information shall be punishable under the laws prohibiting filing of a false statement.

Signature: \_\_\_\_\_

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

Typing your name above will constitute your electronic signature

Such disclosure form shall be filed with the Erie County Department of Personnel, and shall be held in the permanent personnel record of the employee or officer. Such record shall be made available to the Erie County Board of Ethics at any time, upon request of the board.