



Statement of Financial Interest

Arkansas Ethics Commission



WHO MUST FILE



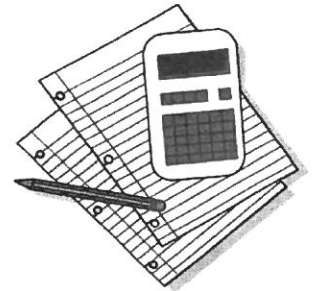
- Public officials
- Candidates for elective office
- District judges and city attorneys (elected or appointed)
- Agency heads, department directors, and division directors of state government, or a chief of staff or chief deputy of a constitutional officer, the Senate, or the House of Representatives
- Appointees to state boards and commissions which possess regulatory authority or have the authority to receive or disburse state or federal funds
- Elected members of a school board and candidates for school board positions
- Public and charter school superintendents
- Executive directors of education service cooperatives
- Appointees to five (5) types of municipal, county or regional boards and commissions: (i) planning, (ii) airport, (iii) water or sewer, (iv) utility, or (v) civil service
- Members of advertising and promotion commissions
- Members of research authority boards organized under Ark. Code Ann. § 14-144-201 et seq.

TIME FOR FILING/PERIOD COVERED

- A SFI covering the previous calendar year shall be filed by January 31 of each year, except that a candidate for elective office shall file a SFI by the first Monday following the close of the period to file as a candidate for elective office.
- If a person required to file a SFI leaves his or her office or position before the end of the year, he or she is still required to file a SFI covering that part of the year which the office or position was held.



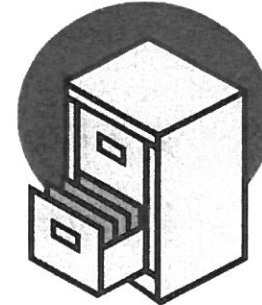
TIME FOR FILING/PERIOD COVERED



- Incumbent officeholders who have already filed a SFI for the previous calendar year are not required to file another SFI upon becoming a candidate for reelection or election to another office.
- Agency heads, department directors, and division directors of state government and appointees to state boards and commissions are required to file a SFI for the previous calendar year within thirty (30) days after appointment or employment.
- An appointee to a state board or commission that is not charged by law with regulatory authority and that only reimburses mileage for members attending meetings of the board or commission is not required to file a SFI.

WHERE TO FILE

The place for filing a SFI depends upon the office or position which is sought or held:



- (1) State and district public servants and candidates for state or district office file with the Secretary of State;
- (2) County, township, and school district public servants and candidates for county, township, or school district public office file with the county clerk;
- (3) Municipal public servants and candidates for municipal office file with the city clerk or recorder;
- (4) City attorneys file with the city clerk of the municipality within which they serve;
- (5) Members of regional boards or commissions file with the county clerk of the county in which they reside; and
- (6) District judges file with the Secretary of State (new!).

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GENERAL INFORMATION

- Filing covers previous calendar year
- Indicate whether filing is an amendment
- Do not leave any part of SFI form blank
- Schedules containing required information may be attached



SECTION 1 (Name and Address)

- List all names under which you and/or your spouse do business.

SECTION 2 (Reason for Filing)

- Check the applicable box(es) and for each box checked provide the office or position held and/or name of the board, commission or school district.



SECTION 3 (Sources of Income)



- The term “gross income” refers to all income from whatever source, including compensation for services, commissions, fees, and income from business interests.
- Report each employer or other source of income from which you, your spouse, or any other person for the use or benefit of you or your spouse received gross income exceeding \$1,000 during the year.
- Include governmental income from the office/position which requires the filing of a SFI.
- You must also provide a brief description of the nature of the services for which the income was received, as well as the name under which the income was received.
- You are not required to list individual items of income which constitute a portion of the gross income of the business or profession from which you or your spouse derives income.

SECTION 4 (Business or Holdings)

- List the name of every business in which you, your spouse, or any other person for the use or benefit of you or your spouse has an investment or holding worth more than \$1,000.
- For stocks, bonds, options, and other securities, you must disclose each security which exceeds the \$1,000 threshold.
- In deciding which box to check (*i.e.*, “more than \$1,000” or “more than \$12,500”), use the fair market value as of the end of the reporting period.
- If you own different types of securities issued by the same authority, you may simply report the aggregate value of those securities and identify their types.
- In the case of mutual funds or similar investments, you need not disclose specific stocks held in a widely diversified investment trust or mutual fund as long as the holdings of the trust or fund are a matter of public record and you have no ability to exercise control over the specific holdings.



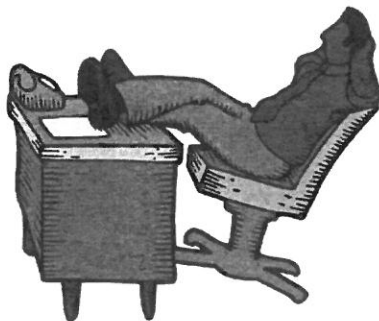
SECTION 4 (*Continued*)

- In the case of bank accounts, list each institution holding more than \$1,000.
- All accounts at one institution, including those of your spouse, may be combined as one entry.
- If you are listed on an account purely for custodial reasons, and you do not assert any ownership rights to the assets in the account, you need not list the account.
- For each business interest, you must disclose the name and address of each interest. It is not necessary to provide an itemized list of the assets of the business. You need only categorize the total value of your interest (*i.e.*, "more than \$1,000" or "more than \$12,500").
- Holdings of a trust for which you or your spouse are merely an administrator and for which you have no beneficial interest need not be reported.



SECTION 5 (Office or Directorship)

- You must report nongovernmental offices and directorships which you or your spouse hold in any business, corporation, firm, or enterprise subject to the jurisdiction of a regulatory agency of this State, or any of its political subdivisions.
- For each business listed, provide the following information:
 - Name of business
 - Address of business
 - Office or directorship held
 - Name of person holding office or position



SECTION 6 (Creditors)

- Report the name and address of each creditor to whom the value of \$5,000 or more is personally owed and outstanding at the end of the reporting period.
- Debts owed to family members do not need to be reported.
- You may exclude loans made in the ordinary course of business by a financial institution or person who regularly and customarily extends credit. (NOTE: This exclusion applies to such items as a mortgage secured by real property which is your personal residence, credit extended to purchase personal items such as furniture or appliances, credit card debts, and car loans, provided the credit does not exceed the value of the item purchased.)

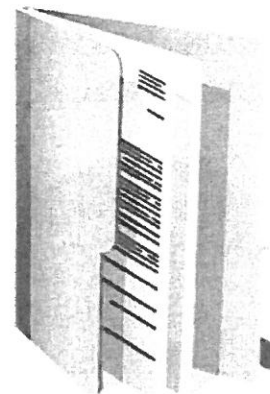


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SECTION 7 (Past-Due Amounts Owed to Government)

- You must report each governmental body to which you are legally obligated to pay a past-due amount and describe the nature and amount of the obligation. Such debts include, but are not limited to, taxes, fees, and fines/penalties owed to any governmental entity.
- For each past-due amount owed, provide the following information:
 - Name of Governmental Body
 - Address of Governmental Body
 - Amount Owed
 - Nature of Obligation



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SECTION 8 (Guarantor, Co-Maker)

- Provide the name and address of each guarantor or co-maker, other than a member of your family, who has guaranteed a debt which is still outstanding.
- There is no exception for debts incurred in the ordinary course of business.

SECTION 9 (Gifts)

- Identify the source, date, description, and a reasonable estimate of the fair market value of each gift worth more than \$100 received by you or your spouse during the reporting period or more than \$250 received by your dependent children during the reporting period.
- A gift is any "payment, entertainment, advance, services, or anything of value" unless consideration of equal or greater value has been given therefor.



SECTION 9 (*Continued*)

- A gift can be a tangible item, such as a watch, or an intangible item, such as a hunting or fishing trip.
- A group of items received from the same source at the same time is considered one gift and the separate values should be added together.
- The value of an item shall be considered to be less than \$100 if the public servant reimburses the person from whom the item was received any amount over \$100 and the reimbursement occurs within 10 days from the date the item was received.



EXCEPTIONS TO THE DEFINITION OF "GIFT"

The term "gift" does not include:

- (1) informational materials regarding official duties;
- (2) food, lodging, or travel which bears a relationship to the public servant's office and when appearing in an official capacity;

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EXCEPTIONS (*Continued*)

- (3) gifts which are not used and returned within 30 days;
- (4) gifts from certain family members, unless the family member is acting as an agent for a person not covered by the exception;
- (5) campaign contributions;
- (6) devises or inheritances;
- (7) anything with a value of \$100 or less;
- (8) wedding presents and engagement gifts;
- (9) awards presented to employees of certain educational institutions in recognition of the employee's contribution to education;
- (10) tickets to fund-raising events held within this state by nonprofit organizations exempt from taxation under Section 501(c)(3) of the Internal Revenue Code;



EXCEPTIONS (*Continued*)

- (11) a personalized award, plaque, or trophy worth \$150 or less;
- (12) an item which appointed or elected members of a specific governmental body purchase with their own personal funds and present to a fellow member of that governmental body in recognition of public service;
- (13) food or beverages provided at a conference scheduled event that is part of the program of the conference;
- (14) food or beverages provided while participating in a bona fide panel, seminar, speaking engagement at which the audience is a civic, social, or cultural organization or group; and
- (15) certain monetary or other awards publicly presented to an employee of state government in recognition of his or her contributions to the community and State of Arkansas provided the award is not presented by a person having economic interests which may be affected by the performance or nonperformance of the employee's duties or responsibilities.

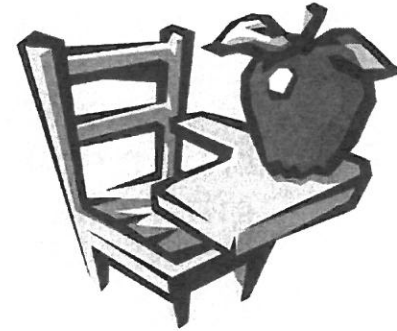


GIFTS TO GOVERNMENTAL ENTITIES

- In accordance with Ark. Code Ann. § 21-8-804, certain designated officials are authorized to accept gifts, grants, and donations of money or property on behalf of the State of Arkansas, the Arkansas Senate, the Arkansas House of Representatives, and the Arkansas Supreme Court.
- In addition, the designated officials are authorized to accept donations of money for the purpose of hosting official swearing-in and inaugural events of the constitutional officers, Senate, House of Representatives, and Supreme Court justices, the official recognition event for the President Pro Tempore, and the official recognition event for the Speaker of the House.
- The public official accepting the gift, grant, or donation of money or property on behalf of an appropriate entity is not required to disclose same on his or her SFI. Instead, public servants are required to report such gifts, grants, or donations of money or property to the Ethics Commission on a quarterly basis on a separate disclosure form prepared for such purposes.



SECTION 10 (Awards)



- If you are an employee of a public school district, the Arkansas School for the Blind, the Arkansas School for the Deaf, the Arkansas School for Mathematics, Sciences, and the Arts, a university, a college, a technical college, a technical institute, a comprehensive life-long learning center, or a community college, the law requires you to disclose each monetary or other award which you have received in recognition of your contributions to education.
- The information disclosed with respect to each such award should include:
 - the source of the award;
 - the date of receipt;
 - a description of the award; and
 - a reasonable estimate of the award's fair market value.

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SECTION 11 (Nongovernmental Sources of Payment)

- Payments for food, lodging, or travel are not considered a gift in situations where a public servant is appearing in his or her official capacity and the appearance bears a relationship to the public servant's office or position.
- This section requires that each nongovernmental source of payment of expenses for such food, lodging, or travel be listed when the expenses paid by that source exceed \$150.
- You must list the name and business address of the person or organization which has paid your expenses, the date, nature, and amount of the expenses unless such person or organization was compensated by the governmental body for which the public servant serves.
- You must disclose lodging or travel received in connection with such activities as speaking engagements, conferences, or fact-finding events related to your official duties.



SECTION 12 (Direct Regulation of Business)

- List any business by whom you are employed if the business is under direct regulation or subject to direct control by the governmental body which you serve.
- You must report the employment by listing the name of this business/employer and provide the governmental body which regulates or controls aspects of the business.

SECTION 13 (Sales to Governmental Bodies)

- The law requires you to report certain business dealings with the government in situations where a significant sale of goods or services occurs.
- When the governmental body with which you are associated buys more than \$1,000 worth of goods or services from you or any business in which you or your spouse is an officer, director, stockholder (owning more than 10% of the stock), owner, trustee, or partner, you must describe the goods or services in detail and disclose the compensation paid for each category of goods or services.



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SECTION 14 (Signature)

- Each person required to file a SFI must prepare the statement under penalty of false swearing and sign such form attesting to the truth and accuracy of the information set forth on the form.

