

**TOWN OF UNIVERSITY PARK  
STATE OF MARYLAND**

**FINANCIAL DISCLOSURE STATEMENT**

**GENERAL INSTRUCTIONS**

1. Persons Required to File Statements. All officials and employees of the Town of University Park, Maryland, are required to complete this form. In addition, candidates for the offices of Mayor and Common Council must file financial disclosure statements.
2. Fill in the preliminary information requested in the spaces below. Be sure to correctly identify the reporting period.
3. Upon completion of this financial statement, initial at the top of each page and sign and date the last page. All signatures and initials should be done in the presence of a notary public along with the accompanying oath or statement.

REPORTING PERIOD:      January 1, 20\_\_ through December 31, 20\_\_

**Please type or print**

---

|            |                |           |
|------------|----------------|-----------|
| First Name | Middle Initial | Last Name |
|------------|----------------|-----------|

---

|              |        |      |       |          |
|--------------|--------|------|-------|----------|
| Home Address | Street | Town | State | Zip Code |
|--------------|--------|------|-------|----------|

---

|                   |                   |
|-------------------|-------------------|
| Home Phone Number | Work Phone Number |
|-------------------|-------------------|

---

Current Position or Office held with the Town, if any/Department Affiliation if any

---

Office for which certificate of Candidacy is being or has been filed if any

---

Current Department Address if any

This Financial Disclosure Statement describes all interests and related transactions and matters required to be disclosed by Section 12-104 of the Code of the Town of University Park, Maryland. This statement consists of the General Instructions, General Definition and Schedules A through G.

### **GENERAL DEFINITIONS**

**“Business” or “business entity”** means any corporation, general or limited partnership, sole proprietorship (including a private consulting operation), joint venture, unincorporated association or firm, institution, trust, foundation or other organization, whether or not operated for profit.

**“Gift”** means a payment, honorarium, subscription, advance, forbearance, giving or deposit of money, services or anything of value, regardless of form, unless consideration of equal or greater value is received. “Gift does not include the solicitation, acceptance, or receipt ~~of regulation~~ of political campaign contributions ~~regulated~~ in accordance with any provision of municipal or State law regulating the conduct of elections or the receipt of political campaign contributions.

**“Immediate family”** means legal spouse or dependent children.

**“Interest”** means any legal or equitable economic interest, whether or not subject to an encumbrance or a condition, which was owned or held, in whole or in part, jointly or severally, directly or indirectly. “Interest” does not include”

1. *an interest held in the capacity of a personal representative, agent, custodian, fiduciary or trustee, unless the holder has an equitable interest therein;*
2. *an interest in a time or demand deposit in a financial institution;*
3. *an interest in an insurance or endowment policy or annuity contract under which an insurance company promises to pay a fixed number of dollars either in a lump sum or periodically for life or some other specified period; or*
4. *a common trust fund or a trust which forms part of a pension or profit-sharing plan which has more than 25 participants and which has been determined by the Internal Revenue Service to be a qualified trust under §401 and 501 of the Internal Revenue Code of 1954.*

**“Lobbyist”** means any person who, within a reporting period, in the presence of an official or employee of the Town of University Park has communicated with that official or employee for the purpose of influencing any legislative action, and who, for that purpose and exclusive of the personal travel or subsistence expenses of that person or representative of that person, either incurs expenses of \$100 or more or receives \$500 or more as compensation, or any person who expends a cumulative value of \$10 or more during a reporting period on one or more officials or employees for meals, beverages,

special events or gifts in connection with or with the purpose of influencing action of the Town of University Park.

**“Person”** includes an individual or business entity.

**“Town”** means the Town of University Park, Maryland.

**SCHEDULES**

A. **Schedule of Gifts.** Report all gifts you or any member of your immediate family has received during the reporting period from any lobbyist or any other person having or negotiating a contract with the Town or any person regulated by the Town.

|                              |   |                     |
|------------------------------|---|---------------------|
| <b><u>Nature of Gift</u></b> | <b><u>Approximate retail value at time of receipt</u></b> | <b><u>Donor</u></b> |
|------------------------------|---|---------------------|

B. **Interests in Corporate Entities.**

1. **Interests in Corporations.** Report all interests in corporations held by you or any member of your immediate family during the reporting period, having or negotiating a contract with the Town or regulated by the Town. State name of corporation, nature and extent of interest (i.e. stock, notes, bonds), date and manner of acquisition and identity of person from whom interest was acquired. State the nature and dollar amount of consideration paid or the fair market value at the time of acquisition if not acquired by purchase. If stock held is that of a non-publicly traded corporation, state the percentage of ownership as well as the number of shares held.

2. **Interests in Non-Corporate Business Entities.** Report all interests in non-corporate business entities held by you or any member of your immediate family during the reporting period, having or negotiating a contract with the Town, or regulated by the Town. State the name and principal address of the business, type of business entity (i.e. partnership), nature and extent of interest (including which family member owns the interest), the amount of the interest as a percentage of ownership. Identify the person from whom the interest was acquired and the date and manner of acquisition. State the nature and dollar amount of consideration paid or the fair market value at the time of acquisition if not acquired by purchase.

- C. **Representation.** State the name and address of any party that you have represented before any Town body during the reporting period. State before which Town body the representation occurred and the date of representation. State the amount of any fee or other consideration received and whether the fee was contingent. If so, state the nature of the contingency.

- D. **Offices, Directorships and Salaried Employment.** Report all offices, directorships, salaried employment and other similar interests held by you or any member of your immediate family during the reporting period in corporations and other business entities negotiating or having a contract with the Town or that is regulated by the Town. State the name and address of the principal office of the

business entity, the title and nature of the office, directorship, partnership, or salaried employment held and the date that position began. Identify the family member holding the position.

**E. Family Members Employed by Town.** List all members of your immediate family who are employed by the Town in any capacity during the reporting period. Identify the member of the immediate family and the title and nature of the position held.

**F. Debts Owed to Persons Doing Business with the Town.** Report all debts (excluding retail credit accounts) owed by you or any member of your immediate family during the reporting period to any person (including banks) negotiating or having a contract with the Town, or that is regulated by the Town. Identify the person to whom the debt was or is owed, the date the debt was incurred and the amount of the debt. State interest rate and terms of repayment. State also the amount of the debt owed as of the last day of the reporting period and the extent to which the principal amount of the debt increased or decreased during the reporting period. Describe any security given for the debt.

**G. Other.** Identify any matter, not hereabove reported, in which you participated on behalf of the Town during the reporting period which had or will have a direct financial impact on you or any member of your immediate family, or a business entity with which you or any member of your immediate family is or was affiliated.

---

I hereby make and oath and affirm that the contents of the financial disclosure statement as set forth above are true and correct to the best of my knowledge, information and belief.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Person Filing

Sworn to me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Signature of Notary Public: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

Printed/Typed Name of Notary Public: \_\_\_\_\_

(SEAL)