

**FRANKLIN COUNTY  
FINANCIAL DISCLOSURE STATEMENT  
SECTION SUMMARY**

**SECTION ONE: INCOME**

**1. Definition of Income**

“**Income**” includes gross income for federal income tax purposes, and interest and dividends on all governmental securities. Income also includes sources of income received by another person for your use or benefit. *You are not required to list the sources of income for your spouse, unless the income was received specifically for your use or benefit. You are not required to list the individual items of income to your business or profession except as described below. You are not required to list your spouse’s income solely because it is deposited in an account you held jointly or it was used for family expenses.*

**SECTION TWO: GIFTS**

**1. Definition of Gifts to be Reported**

List **each source of gifts** of over **seventy-five dollars (\$75)** received by you in your own name or by any other person for your use or benefit in 2005. You are required to list each source of gifts totaling more than **\$75**. If the source of a gift valued at over \$75 is a **group** of persons, you are required to disclose the group as the source of the gift. **Listing a gift does not establish your right to accept it. Any gift that can be seen, as a way to influence your official duties, cannot be accepted.**

*You are not required to list the nature of the gift. You are not required to list gifts that were received: (1) By will or by inheritance; (2) By distribution from a trust established by a spouse or ancestor; or (3) From your spouse, parents, grandparents, children, grandchildren, siblings, nephews, nieces, uncles, aunts, brothers-in-law, sisters-in-law, sons-in-law, daughters-in-law, fathers-in-law, mothers-in-law, or any person to whom you stand in loco parentis.*

**SECTION THREE: MEALS, FOOD, BEVERAGES**

**1. Requirement to Report Meals, Food or Beverages**

List **any source** of payment of **expenses for meals, food, or beverages**, received in connection with your **official duties**, if the source paid for more than **one hundred dollars (\$100)** for meals, food, or beverages. Remember to list the public agency you serve if it was the source of expenses payments or

reimbursements for meals, food, or beverages totaling more than \$100 during the year.

*You are not required to list any party that provided meals, food, or beverages to you: (1) In connection with a meeting at which you participated in a panel, seminar, or speaking engagement; (2) At a meeting or convention of a national or state organization to which any state, agency, legislative agency, state institution of higher education, political subdivision, or office or agency of a political subdivision pays membership dues; or (3) Which you list under Question #4 as travel expenses paid by your county agency.*

## **SECTION FOUR: TRAVEL EXPENSES**

### **1. You must list Travel Expenses received within the covered period.**

### **2. Requirement to Report Travel Expenses**

- Travel expenses related to “Official Duties” must be reported in Section Four.
- If someone or organization provided your travel expenses for non-official duties, it should be reported as a gift.

Travel expenses include any payments or reimbursements to you, or any other person for your use or benefit, for travel in connection with your **official duties**. You must list every payment or reimbursement for travel both inside and outside of Ohio. You must also list travel payments or reimbursements made to you, or on your behalf, by the public agency with which you are connected. Each source and amount of expenses must be disclosed separately, even if one source provided more than one payment.

You may attach copies of reports filed with your public agency that itemize travel expenses for which you have been paid or reimbursed, if those reports list every payment of travel expenses from your public agency as required by law. *You are not required to list the payment of travel expenses if the travel was in connection with a meeting or convention of a national or state organization to which any state agency, legislative agency, state institution of high education, political subdivision, or office or agency of a political subdivision, pays membership dues.*

If you received four travel expense payments from your public agency during the covered period, you must disclose the name of your agency and the amount of each payment as four separate entries.

## **SECTION FIVE: IMMEDIATE FAMILY MEMBERS**

### **1. Definition of Immediate Family Member**

“Immediate Family” is defined as your spouse residing in your household.

## **SECTION SIX: BUSINESS NAMES**

### **1. Requirement to report names under which the employee or an immediate family member does business**

List the names under which you or an immediate family member does business. Include businesses in which you or your family member is an owner or a partner; a closely held corporation in which you or your family member are a significant shareholder; and, any other businesses in which you or your family member are sole proprietors or otherwise self-employed.

*Note: You do not need to have controlling interest. If you or an immediate family member has any amount of ownership of a business under which you or the member does business, it should be reported. If you own stock in a company, but you do not do business under the name of the company it should be reported in Section 7 as an Investment.*

## **SECTION SEVEN: INVESTMENTS AND FIDUCIARY INTERESTS**

*Note: This section also requires reporting your voluntary service for a non-profit corporation if you held fiduciary responsibilities.*

### **1. Reporting Requirements**

List names of each **corporation** incorporated or authorized to do business in Ohio, and each **trust, business trust, partnership, or association** transacting business in Ohio:

- In which you or any other person for your use or benefit had an investment of more than *one thousand dollars (\$1,000)* during the covered period (at fair market value as of December 31<sup>st</sup>, or the date of disposition, which ever is earlier.) Include all investments even if they also constitute a source of income; or
- In which you held an **office** or had a **fiduciary relationship during the reporting period** (regardless of monetary investment, including **holding office in a not-for-profit corporation.**)

### **2. Reporting Exclusions**

*You do not have to list accounts with banks, building and loan associations, savings and loan associations, or credit unions, if the accounts are deposit or withdrawable share accounts. You are not required to disclose personal identifying information, such as your social security number, credit card numbers, or bank account numbers. If you choose to do so, this information may become public record.*

## **SECTION EIGHT: CREDITORS**

### **1. Reporting Requirements**

List the names of all of your **creditors** residing or transacting business in Ohio to whom you owe, or owed during the reporting period, more than **one thousand dollars (\$1,000)** in your own name, or in the name of any other person. Include auto loans, credit card accounts, and all other accounts if the balance exceeded \$1,000, **even if no balance is currently outstanding.**

### **2. Reporting Exclusions**

*You do not have to list debts on your residence or real estate used primarily for personal recreations, or debts resulting from the ordinary conduct of a business or profession. You are not required to disclose personal identifying information, such as your social security number, credit card numbers, or bank account numbers. If you choose to do so, this information may become public record.*

## **SECTION NINE: DEBTORS**

### **1. Reporting Requirements**

List the names of all of your **debtors** residing or transacting business in Ohio who owe you, or have owed you during the reporting period, more than **one thousand dollars (\$1,000)** in your own name, or in the name of any other person for your use or benefit.

### **2. Reporting Exclusions**

*You are not required to list: (1) Banks, building and loan associations, savings and loan associations, or credit unions as debtors if the only moneys owed to you by them are moneys that you deposited with such institutions or which are in a withdrawable share account; (2) The names of persons indebted to you if the debt results from the ordinary conduct of your business or profession; or (3) The names of your clients or patients, if you are an attorney, a doctor, or a psychologist. You are not required to disclose personal identifying information, such as your social security number, credit card numbers, or bank account numbers. If you choose to do so, this information may become public record.*

## **SECTION TEN: REAL ESTATE**

### **1. Reporting Requirements**

List all of your leasehold and ownership interests in land or real estate located in Ohio. List each address or if address is unavailable legal description and county. *You are not required to list your personal residence or any real estate used primarily for personal recreation.*

## **SECTION ELEVEN: SIGNATURE**

### **1. Declaration of Truthful Disclosure**

The section affirms the truthfulness of the information provided and that all required information has been disclosed. It states...:

*I swear or affirm that this statement and any additional attachments have been prepared or carefully reviewed by me, and constitute my complete, truthful, and correct disclosure of all required information, and that the address listed on page 1 is my correct mailing address.*

### **2. Recognition of Consequences of a False Filing**

This section acknowledges the consequences of filing a false statement are understood. It states...

*I also acknowledge and understand that knowingly filing a false statement is a violation of Franklin County Financial Disclosure Policy and may be cause for disciplinary action up to and including termination of employment.*

**Persons who fail to file a complete statement by the appropriate deadline may be subject to disciplinary action. Any person who files a false statement may be subject to criminal prosecution.**

### **3. Affirmation of No Conflicts of Interest**

This section declares the employee did, and does not have, a conflict of interest regarding the performance of their duties. It states...

*To the best of my knowledge I had no conflict of interest in the performance of my official duties as an employee of Franklin County and my personal financial interests.*