

STATEMENT OF FINANCIAL INFORMATION  
**STAFF**

This form should be filed by the following City officials for the period of January 1 through December 31, 20\_\_.

Aides to the Mayor and Council Members	Department Heads
Assistant City Managers	Deputy City Attorney
City Attorney	Deputy City Clerk
City Auditor	Deputy Department Heads (where no deputy head serves, the first principal assistant)
City Clerk	Municipal Court Judges (including Substitute Judges)
City Manager	Purchasing Officer
Commissioners of the Conventions and Visitors Commission	Treasurer
Comptroller	

**Filing Deadlines:**

- The City officials listed above must file this statement (covering the previous calendar year) not later than April 30 of each year.
  - Except that:
    - Any newly appointed or hired City official must file an initial statement (covering the previous calendar year) within 30 days of being hired or appointed; and
    - Any salaried City official who resigns or is terminated shall file a statement covering the current calendar year up to the date of resignation or termination on or before the official's last day as a salaried employee. At that time, the official shall also file a statement covering the previous calendar year if one has not been submitted prior to the official's termination date.
- Statements must be received by the City Clerk by 4:45 p.m. on the day stated above. When the deadline falls on a Saturday, Sunday, or City holiday, the deadline is extended to 4:45 p.m. on the next day which is not a Saturday, Sunday, or City holiday.

This statement must be signed under oath and notarized. This form may be copied if additional space for reporting is needed. In reporting information required by this form, a City official shall include the same information as it pertains to his or her spouse or domestic partner, by separate listing. However, a separate report for the City official's spouse or domestic partner is not required.

Name of City official: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

STATEMENT OF FINANCIAL INFORMATION  
 Reference 2-7-72, Austin City Code

Spouse or domestic partner's name: \_\_\_\_\_

Address: \_\_\_\_\_

Occupation: \_\_\_\_\_

***The person completing this form must provide the information requested below for themselves and their spouse/domestic partner.***

- List all sources of occupational income that exceeded 10% of your gross income or \$5,000 in salary, bonuses, commissions or professional fees, or \$20,000 in payment for goods, products or non-professional services per source.

Name of employer or source of income	Business address	Nature of occupation or business

- If you are a self-employed solo practitioner or if you had at least 5% interest in a partnership, professional corporation or other entity through which you do business, list the names and addresses of clients or customers from whom you or this partnership, professional corporation, or entity received 10% or more of gross income or \$5,000 in salary, bonuses, commissions or professional fees; or \$20,000 in payment for goods, products or non-professional services during the reporting period.

Name of client or customer	Address

- List all sources of income which exceeded either \$5,000 or were in excess of 10% of your gross income received from interest, dividends, royalties, rents, trust disbursements or other non-occupational sources.

Name of source	Nature of income

STATEMENT OF FINANCIAL INFORMATION  
 Reference 2-7-72, Austin City Code

4. Identify any source (person, business entity or other organization) of a gift of any money or other thing of value exceeding \$100 or identify any source who gave you a series of gifts the total value of which exceeds \$100. You need not report campaign contributions which are reported as required by other law and you need not report gifts received from the following relatives: Spouse, Children, Children-in-law, Parents, Parents-in-Law, Grandchildren, Grandchildren-in-Law, Grandparents, Grandparents-in-Law, Brothers, Brothers-in-Law, Sisters, Sisters-in-Law, Uncles, Uncles-in-Law, Aunts, Aunts-in-Law, Nephews, Nephews-in-Law, Nieces, Nieces-in-Law, First Cousins, or First Cousins-in-Law.

Name of source of gift

5. List the names of any corporation, partnership, limited partnership, or other entity in which you held, owned, acquired, or sold stock, or any other equity ownership having a value exceeding \$5,000 or equivalent to 5% or more of the stock or equity in the entity, at any time during the reporting period.

Name of company or entity:

6. List and describe all bonds, notes and other commercial paper which you held, owned, acquired or sold at any time during the reporting period if the combined face value of the bonds, notes and commercial paper exceeded \$5,000.

Description of commercial paper

7. List all other income or revenue in excess of \$5,000 per source.

Name of source

STATEMENT OF FINANCIAL INFORMATION  
 Reference 2-7-72, Austin City Code

8. List and describe all real property in which you hold any legal or beneficial interest including real property for which you have entered a contract for sale. The description should be sufficient to locate the property, and include the street address, if any, and the present use of the property.

Street address of property	Description of property	Present use of property

9. List and describe all real property held, owned, acquired or sold, or under a contract for sale by a corporation, partnership, limited partnership, professional corporation or other entity in which you own or control at least a 5% interest. The description should be sufficient to locate the property and include a street address, if any, and the present use of the property.

Street address of property	Description of property	Present use of property

10. List all loans and extensions of credit in excess of \$5,000 on which you are the lender or creditor, including the name of the debtor and the rate of interest, if any.

Name of obligee	Rate of interest, if any

11. List all loans or transactions in excess of \$5,000 on which you are a guarantor or co-signer including the names of the borrower and lender.

Name of obligee/lender	Rate of interest, if any

STATEMENT OF FINANCIAL INFORMATION  
 Reference 2-7-72, Austin City Code

12. List all loans, debts, and other financial liabilities you have which are in excess of \$5,000 which are presently outstanding or which existed at any time during the reporting period.

Name of lender/creditor/obligee	Rate of interest, if any	Date obligation was incurred

List all loans, debts, and other financial liabilities in excess of \$5,000 of any corporation, partnership, limited partnership, professional corporation or other entity in which you own or control at least a 5% interest which are presently outstanding or which existed at any time during the reporting period.

Name of lender/creditor/obligee	Rate of interest, if any	Date obligation was incurred

13. List all boards of directors of which you are a member and the offices or executive positions which you hold in corporations, partnerships, limited partnerships, professional corporations, or other entities, including non-business entities. (Do not include positions on corporations or other entities owned by the City of Austin or created by the City Council.)

Name of organization	Position held

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I do solemnly swear that the preceding Financial Statement is in all things true and correct and fully shows all information required to be reported pursuant to City Code Section 2-7-72 for the reporting period indicated.

\_\_\_\_\_  
Signature of City Official

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

\_\_\_\_\_  
Printed Name of City Official

STATE OF TEXAS

COUNTY OF TRAVIS

This instrument was acknowledged, sworn to, and subscribed before me by

\_\_\_\_\_

On the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, to certify which witness  
my hand and official seal.

\_\_\_\_\_  
Notary Public in and for the State of Texas

\_\_\_\_\_  
Typed or Printed Name of Notary Public