

READ THIS FIRST

Statement of Economic Interests (Form 700) Guidelines

Enclosed with your Form 700 is a copy of your agency's Conflict of Interest and Disclosure Code. Among other things, your agency's Conflict of Interest and Disclosure Code sets out your "disclosure categories". The category or categories assigned to your position describe the specific types of economic interests you must disclose.

Your *designated position* and *disclosure category(ies)* is/are listed in *Exhibit "B"* of your Conflict of Interest and Disclosure Code (See Example Below). The categories associated with the positions are described in *Exhibit "A"* of your code.

EXAMPLE:

Rocky Mountain Special District Conflict of Interests and Disclosure Code	
EXHIBIT "B"	
<u>Designated Positions</u>	<u>Disclosure Categories</u>
Board Member	1, 2, 3
Director	2, 3
Deputy	4

Rocky Mountain Special District Conflict of Interests and Disclosure Code	
EXHIBIT "A"	
<u>CATEGORY 1</u>	Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if
<u>CATEGORY 2</u>	Persons in this category shall disclose all investments and business positions.
<u>CATEGORY 3</u>	Persons in this category shall disclose all income and business positions.
<u>CATEGORY 4</u>	Persons in this category shall disclose all business positions, investments, or income from businesses that manufacture or sell supplies/services of a type utilized by the agency

Board Members: The designated position, Board Member, is assigned *Disclosure Categories* 1, 2, and 3. before completing the form, Board Members should read categories 1, 2 and 3 on Exhibit "A".

Directors should read categories 2 and 3 on Exhibit "A".

Deputies should read category 4 on Exhibit "A".

It is important to review your disclosure category before completing this form

Statement of Economic Interests

Completing the Cover Page

Type or print in ink: Your Name, Daytime Phone Number, Mailing Address (for your agency) and Email Address

1. Office, Agency, or Court:

Name of Office, Agency, or Court:

Example: Rocky Mountain Special District

Division, Board, District:

Executive Office

Your Position:

Example: Board Member

Example: If Filing for Multiple positions, list additional agency(ies)/
position(s)

Agency: Rocky Mountain Water District

Position: Board Member

2. Jurisdiction of Office (Check at least one box)

County of Los Angeles

3. Type of Statement (Check at least one box)

Assuming Office/Initial: Check the Assuming Office box **and** enter date you assumed office

Annual: Check the Annual box

Leaving Office: Check Leaving Office box **and** enter date you left office

4. Schedule Summary (Check at least one box)

Total the number of pages including this cover page:

Note applicable schedules by checking the box for each applicable schedule on which you have interests to disclose. (Please discard any schedule on which you have nothing to report.)

No reportable interests:

If you have no reportable interests or nothing to disclose, check the *No Reportable Interests On Any Schedule* box.)

5. Verification

Complete the verification by signing the statement and entering the date.

A statement that is not signed is not considered filed and you may be subject to late filing penalties.