

# TOWN OF CHEVERLY ELECTED OFFICIAL FINANCIAL DISCLOSURE STATEMENT – FORM #1

1. Fill in the preliminary information requested in the box below. Be sure to identify correctly the reporting period.
2. Upon completion of your financial disclosure statement, sign and date the lower portion of the page and make the required oath or affirmation before a notary public or other officer authorized to take oaths.  
*I Would Like To Be Notified If Someone Looks At My Form*

Regular Reporting Period: January 1 through December 31, \_\_\_\_\_  
or  
Termination Report: January 1 through \_\_\_\_\_, \_\_\_\_\_

**PLEASE PRINT OR TYPE**

FIRST NAME	INITIAL	LAST NAME
CURRENT OFFICE ADDRESS (WHERE YOU CAN BE SENT CORRESPONDENCE)		
ELECTED OFFICIAL		
OFFICE FOR WHICH CERTIFICATE OF CANDIDACY IS BEING OR HAS BEEN FILED, IF ANY		
E-MAIL ADDRESS		

This financial disclosure statement describes all interests and related transactions and matters required to be disclosed by the Town’s Ethics Ordinance with respect to the period indicated and pertaining to the person filing the statement. The statement consists of this cover sheet, the checklist, and Schedules A through K.

I hereby make oath or affirm under the penalties of perjury that the contents of this financial disclosure statement, including the Schedules attached hereto, are complete, true and correct to the best of my knowledge, information and belief.

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

(SEAL) Date: \_\_\_\_\_

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

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

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

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

**Instructions:** Check the proper block to Questions A through K as it applies to the reporting period only. Do not leave any question on the page unanswered. If you check "Yes" to any question be sure to

complete the corresponding Schedule. If you check "No" you need not complete or submit the corresponding Schedule.

NOTE: Most individuals are obligated to complete Schedule A (because they own or rent property) and at least one copy of Schedule H (because they and/or their spouse earn a salary from employment and/or self-employment).

**Definitions:**

"Attributable": An interest is "attributable" to you if the interest is held by a trust or an estate and you (1) are a beneficiary of the trust or estate; or (2) you will in the future have the right to be the owner or beneficiary; or (3) have the authority to revoke the trust.

"Immediate family" shall include you, your spouse/domestic partner, or any child of you or of the spouse/ domestic partner.

**During the reporting period:**

- A. I held an interest by ownership or by lease in real property. (If "Yes," complete Schedule A.)
- B. I held an interest in corporations, partnerships and similar entities. (If "Yes," complete Schedule B.)
- C. I or an immediate family member held an interest in a business entity, which did business with the Town. (If "Yes", complete Schedule C.)
- D. I or an immediate family member was a partner or held an office, directorship, or salaried employment in or with a business entity that did business with the Town. (If "Yes," complete Schedule D.)
- E. I or an immediate family member owed debts (excluding retail credit accounts) to a person or entity that did business with the Town. (If "Yes," complete Schedule E.)
- F. I or an immediate family member received any gift from persons that did business with the Town, were regulated by the Town, or were registered or required to register as a lobbyist for the Town. (If "Yes," complete Schedule F.)
- G. A member of my immediate family was employed by the Town of Cheverly during the reporting period. (If "Yes," complete Schedule G.)
- H. I or a member of my immediate family received a salary or was sole or partial owner of a business entity from which earned income was received. (If "Yes," complete Schedule H.)
- I. I represented a person for compensation before a Town agency other than in a judicial or quasi-judicial proceeding. (If "Yes," complete Schedule I.)

	YES	NO
A.		
B.		
C.		
D.		
E.		
F.		
G.		
H.		
I.		

J. I and/or a member of my immediate family, together or separately hold either 10% or more of the capital stock or stock worth \$25,000.00 or more in a corporation subject to regulation by the Town or any interest in a partnership, limited liability partnership or limited liability company subject to regulation by the Town. (If "Yes," complete Schedule J.)

K. Is additional information set forth on Schedule K? (If "Yes," complete Schedule K.)

J.		
K.		

**Schedule A — Real Property Interests**

Do you have any interest (**as an owner or renter or tenant**, including interests in timeshares) in real property in Maryland or in any other State or Country?

- Yes
- No (Go to Schedule B)

**If Yes; (Answer each question below. A separate Schedule A will be required for each property you need to disclose.)**

1. What is the address or legal description of the property? (Give Street Address, if you know it. If the property is your primary residence, you may enter the lot and block legal description instead, if you wish)

Street Address \_\_\_\_\_  
Town/State/Zip \_\_\_\_\_

2. What kind of property is it?

Improved (indicate whether property is residential or commercial property, etc.): \_\_\_\_\_

Unimproved (vacant lot): \_\_\_\_\_

3. Is the interest held by you or is it attributable to you? (See definition of "attributable" on page 2).

Owned: \_\_\_\_\_ Attributable: \_\_\_\_\_

4. Are you the owner or tenant?

Owner \_\_\_\_\_ Tenant \_\_\_\_\_

5. Do you hold the interest solely or is it jointly held with another?

Solely \_\_\_\_\_ Jointly \_\_\_\_\_ Tenants by the Entirety \_\_\_\_\_  
(owned jointly with spouse)

If held jointly, or by tenants by the entirety, the name(s) of the other joint owner(s): \_\_\_\_\_

6. Are there any legal conditions or encumbrances on the property that you are obliged to pay? (Example: mortgages, liens, contracts, options, etc.)

- Yes
- No

**If yes**, what is/are the name(s) of the lender(s), creditor(s), lien holder(s), etc? \_\_\_\_\_

7. What date was the property acquired? \_\_\_\_\_

8. How was the property acquired? (Example: purchase, gift, inheritance, etc.)  
\_\_\_\_\_

9. From whom was the property acquired? (Name of individual or entity from whom you purchased or inherited the property or who gifted the property to you.)  
\_\_\_\_\_

10. What consideration did you give in exchange for an interest in the property (money, property, services) and in what amount? (If the interest was acquired other than by purchase, please list the fair market value of the interest at the time acquired.) \_\_\_\_\_

11. Have you transferred any interest in this property during the reporting period?

- Yes
- No

**If Yes;**

11.A. What percentage of interest did you transfer: \_\_\_\_\_ %

11.B. What consideration did you receive for the interest (money, property, services) and in what amount? \_\_\_\_\_

11.C. To whom did you transfer the interest: \_\_\_\_\_

**Please complete Schedule A for each additional real property in Maryland, any other State or any other Country in which you have an interest as an owner, renter, or tenant, including timeshares.**

**Schedule B – Interests in Corporations and Partnerships**

Did you have any interest in any corporations, partnerships, limited liability partnerships (LLP) or limited liability companies (LLC) during the reporting period whether or not the entity did business with the Town?

**Note: You need not include a trust fund, 401(k), 403(b), IRA or other fund that is part of a pension or profit-sharing plan that has more than 25 participants and qualifies as a tax-exempt trust under IRS rules. You also do not need to include stock ownership if it is less than either ten percent (10%) of the total of the stock of the company or worth less than \$25,000.00.**

Yes  
 No (Go to Schedule C)

**If Yes; (Answer each question below. A separate Schedule B will be required for each interest you need to disclose.)**

1. What is the name of the entity? Include the complete name of the entity, do not identify solely by trading symbol: \_\_\_\_\_

2. Does the stock of the corporation trade on a stock exchange?

Yes  
 No

If "no," the legal address of the entity's principal office.

\_\_\_\_\_

3. Is the interest held by you or is it attributable to you? (See definition of "attributable" on page 2).

Owned: \_\_\_\_\_ Attributable: \_\_\_\_\_

4. Do you hold the interest in your name alone, or is it held jointly?

In your name alone: \_\_\_\_\_ Jointly: \_\_\_\_\_

If jointly, the percentage of your interest: \_\_\_\_\_%

5. What is the nature of your interest? (Example: stock, notes, bonds, puts, calls, straddles, purchase options, etc.) If in a non-publicly traded entity or LLP or LLC, report your percentage of ownership.

Type: \_\_\_\_\_  
percentage of ownership: \_\_\_\_\_%

6. Are there any legal conditions or encumbrances that apply to your interest in the entity? (Example: mortgages, liens, contracts, options, etc.)

No

Yes; **If yes**, name of entity holding the encumbrance: \_\_\_\_\_

7. Did you acquire an interest in the entity during the reporting period?

Yes

No

**If Yes;**

7A. In what month was the interest acquired? \_\_\_\_\_

7B. How was the interest in the entity acquired? (Example: purchase, gift, will, etc.): \_\_\_\_\_

7C. From whom did you acquire the interest in the entity? (If you purchased it from a brokerage, the name of the brokerage): \_\_\_\_\_

7D. What consideration did you give in exchange for an interest in the entity (money, property, services) and in what amount? (If the property was acquired other than by purchase, please list the fair market value of the interest at the time acquired.) \_\_\_\_\_

8. Have you transferred any interest in this entity during the reporting period?

Yes

No

**If Yes;**

8A. What portion of the interest was transferred? \_\_\_\_\_

8B. To whom did you transfer your interest in the entity? \_\_\_\_\_

8C. What consideration did you receive for the interest (money, property, services) and in what amount? \_\_\_\_\_

**If you have additional interests in corporations or partnerships, please complete a copy of Schedule B for each additional entry.**

**Schedule C – Interests in Business Entities  
Doing Business with the Town**

Do you have an interest in any business entity that did business with the Town during the reporting period?

- Yes
- No (Go to Schedule D)

**If Yes; (Answer each question below. A separate Schedule C will be required for each business entity to be disclosed.)**

1. Name and Address of the Principal office of the business entity?

Name: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

2. Is the interest held by you or is it attributable to you? (See definition of "attributable" on page 2).

Owned: \_\_\_\_\_      Attributable: \_\_\_\_\_

3. Do you hold the interest solely or is it jointly held with another?

Solely: \_\_\_\_\_      Jointly: \_\_\_\_\_

If jointly, the percentage of your joint interest: \_\_\_\_\_%

4. Are there any legal conditions or encumbrances that apply to your interest in the entity? (Example: mortgages, liens, contracts, options, etc.)

Yes, If yes give name of creditor: \_\_\_\_\_  
 No

5. Was any interest acquired during the reporting year?

- Yes
- No

**If Yes;**

5A. What month was the interest acquired? \_\_\_\_\_

5B. How was the interest in the entity acquired? (Example: purchase, gift, will, etc.)  
\_\_\_\_\_



5C. From whom did you acquire the interest? \_\_\_\_\_

5D. What consideration did you give in exchange for the interest (money, property, services) and in what amount? (If the interest was acquired other than by purchase, please list the fair market value of the interest at the time acquired.) \_\_\_\_\_

6. Did you transfer any of your interest during the reporting period?

Yes

No

**If yes;**

6A. What percentage of interest, if less than all, was transferred? \_\_\_\_\_ %

6B. What consideration did you receive for the interest (money, property, services) and in what amount?: \_\_\_\_\_

6C. To whom did you transfer your interest in the entity? \_\_\_\_\_

**If you have additional interests in entities that did business with the Town during the reporting year, please complete a copy of Schedule C for each additional entry.**

**Schedule D – Officers, Directorships, Salaried Employment and Similar Interests**

During the reporting period, did you or any member of your immediate family have any pay arrangement or paid employment or hold any office or directorship with an entity that did business with the Town?

- Yes
- No (Go to Schedule E)

**If Yes; (Answer each question below. A separate Schedule D will be required for each disclosure.)**

1. What is the name and address of the business entity?

Name: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

2. Who was the individual who held the position or interest listed above? (Example: yourself, spouse, dependent child)

Self: \_\_\_\_\_ Spouse: \_\_\_\_\_ Dependent child: \_\_\_\_\_

2A. Name of spouse or dependent child: \_\_\_\_\_

3. What is the title of the office you, your spouse or dependent child held? (Example: limited partner, director, treasurer, chair of the board of trustees, consultant, etc.)

\_\_\_\_\_

4. What year did the position begin? \_\_\_\_\_

5. With what Town Department did the business entity do business? \_\_\_\_\_

\_\_\_\_\_

6. What was the nature of the business? (Example: regulated by your agency, registered under the lobbying law, or involved with sales and contracts with the Town)

\_\_\_\_\_

**If necessary, please complete a copy of Schedule D for each additional entry.**

## Schedule E – Debts You Owe

During the reporting period, did you owe a debt (excluding a retail credit account) to a financial entity that did business with or was regulated by your Town's unit or department?

**[NOTE: If, on Schedule A, B or C, you listed a financial entity that did business with the Town as the holder of your mortgage or other encumbrance, you must complete Schedule E with regard to that indebtedness.]**

Yes  
 No (Go to Schedule F)

**If Yes; (Answer each question below. A separate Schedule E will be required for each debt to be disclosed.)**

1. To whom did you owe the debt? (Do not include consumer credit debts)

\_\_\_\_\_

2. When was the debt incurred? \_\_\_\_\_

3. What are the interest rate and terms of payment of the debt?

Interest Rate \_\_\_\_\_

Terms (monthly, bimonthly, annually, etc.): \_\_\_\_\_

4. What was the amount of the debt as of the end of the reporting period?

\_\_\_\_\_ over \$25,000.00 \_\_\_\_\_ under \$25,000.00

5. Did the principal of the debt increase \_\_\_\_\_ or decrease \_\_\_\_\_ during the reporting period?

6. Was any security given for the debt?

Yes  
 No

If Yes; Please state what type of security was given (home, car, boat, etc):

\_\_\_\_\_

7. If this is a transaction in which you were involved, but which resulted in a debt being owed by your spouse or dependent child, identify your spouse or child and describe the transaction. \_\_\_\_\_

**If necessary, please complete additional Schedule E form(s) for any additional entries.**

## Schedule F – Gifts

During the reporting period, did you receive any gift(s), directly or indirectly, in excess of a value of \$20.00 or a series of gifts from the same donor with a cumulative value of \$100.00 or more from a person or entity who: 1) did business with the Town; 2) engaged in an activity that was regulated or controlled by the Town; or 3) was a regulated lobbyist? Gifts received from a member of your immediate family or from your parent, do not need to be disclosed.

Yes

No (Go to Schedule E)

**If Yes; (Answer each question below. A separate Schedule F will be required for each gift.)**

1. Who gave you the gift?

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2. What was the nature of the gift? (Example: book, restaurant meal, theater tickets, etc.)

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3. What was the value of the gift?

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4. If the gift was given to someone else at your direction, list the identity of the recipient of the gift.

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**Please complete additional Schedule F form(s), if necessary, for any additional entries.**

## Schedule G – Family Members Employed by the Town

During the reporting period, were any members of your immediate family (spouse or dependent children) employed by the Town in any capacity?

Yes

No (Go to Schedule H)

**If Yes; (Answer each question below. A separate Schedule G will be required for each member of the immediate family who is employed by the Town.)**

1. What is the relation and name of the immediate family member employed by the Town? \_\_\_\_\_

2. What is the name of the agency that employed the member of your immediate family?  
\_\_\_\_\_

3. What was the title of your immediate family member's position in the Town agency during the reporting period? \_\_\_\_\_

**If necessary, please complete additional Schedule G form(s) for any additional entries.**

## Schedule H – Employment/Business Ownership

During the reporting period, did you or any member of your immediate family, receive any earned income from an entity other than the Town of Cheverly? Please note that your dependent child's employment or business ownership does not need to be disclosed unless the place of employment or the business entity is subject to regulation or the authority of the Town or has contracts in excess of \$10,000.00 with the Town.

Note: If your total income was covered by Section D, it is not necessary to complete Section H.

\_\_\_ Yes

\_\_\_ No (Go to Schedule I)

**If Yes; (A separate Schedule H will be required for each member of the immediate family who had employment or ownership of a business entity. Both questions below should be answered for each individual to which the Schedule H applies.)**

1. If, during the reporting period, you or a member of your immediate family had employment from which you or they earned income, list the relation, name, and address of the employment.  Check If Does Not Apply

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name of Employer: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

2. If, during the reporting period, you or a member of your immediate family wholly or partially owned any business entity from which income was earned, list the relation, name and address of the business entity.  Check If Does Not Apply

Name: \_\_\_\_\_

Relationship: \_\_\_\_\_

Name of Business Entity: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

3. For a statement filed on or after January 1, 2019, if, during the reporting period, your spouse was a lobbyist regulated by the Town of Cheverly, list the entity that engaged your spouse for lobbying purposes.  Check If Does Not Apply

Spouse's Name: \_\_\_\_\_

Name of Entity: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_

**If necessary, please complete additional Schedule H form(s) for any additional immediate family members or members of your household.**

**Schedule I – Disclosure of Interest – Representation before a Town Agency**

Did you represent a person for compensation before a Town agency other than in a judicial or quasi-judicial proceeding?

- Yes
- No (Go to Schedule J)

**If Yes; (Answer each question below. A separate Schedule I will be required for each interest to be disclosed.)**

1. I am representing or represented for compensation.

Name: \_\_\_\_\_

As an: \_\_\_\_\_

Before: \_\_\_\_\_

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

For the following consideration:

\_\_\_\_\_

**If necessary, please complete additional Schedule I form(s) for any additional entries.**



**Schedule J – Disclosure of Interest: Interest in a Business Regulated by a Town Agency (i.e. business located in the Town or regularly doing business in the Town).**

Did you, your spouse or dependent children together or separately have either 10% or more of the capital stock or stock worth \$25,000.00 or more in a corporation subject to regulation by the Town or any interest in a partnership, limited liability partnership or limited liability company subject to regulation by a Town agency?

- Yes
- No (Go to Schedule K)

**If Yes; (Answer each question below. A separate Schedule K will be required for each interest to be disclosed.)**

I hereby report that I and/or Name of Immediate Family Member:

First: \_\_\_\_\_

Middle: \_\_\_\_\_

Last: \_\_\_\_\_

My \_\_\_\_\_ (spouse, self, dependent child) together or separately own a reportable interest in: \_\_\_\_\_

This Business Entity is subject to regulation by:

\_\_\_\_\_

**If necessary, please complete additional Schedule J form(s) for any additional entries.**

## **Schedule K – Other**

Is there any additional information you would like to disclose?