

## VIRGINIA ACTS OF ASSEMBLY — CHAPTER

*An Act to amend and reenact §§ 2.2-419, 2.2-426, 2.2-427, 2.2-3101, 2.2-3106, 2.2-3109.1, 2.2-3114, 2.2-3115, 2.2-3116, as it is currently effective and as it shall become effective, 2.2-3117, 2.2-3118, 2.2-3118.1, 24.2-502, 30-101, 30-110, 30-111, 30-356, and 30-356.1 of the Code of Virginia and to amend the Code of Virginia by adding sections numbered 2.2-3114.2, 30-110.1, and 30-356.2, relating to lobbyist reporting, the State and Local Government Conflict of Interests Act, and the General Assembly Conflicts of Interests Act; annual filing of required disclosures; definition of gift; separate report of gifts; definition of procurement action; technical amendments.*

[H 1362]

Approved

**Be it enacted by the General Assembly of Virginia:**

**1. That §§ 2.2-419, 2.2-426, 2.2-427, 2.2-3101, 2.2-3106, 2.2-3109.1, 2.2-3114, 2.2-3115, 2.2-3116, as it is currently effective and as it shall become effective, 2.2-3117, 2.2-3118, 2.2-3118.1, 24.2-502, 30-101, 30-110, 30-111, 30-356, and 30-356.1 of the Code of Virginia are amended and reenacted and that the Code of Virginia is amended by adding sections numbered 2.2-3114.2, 30-110.1, and 30-356.2 as follows:**

**§ 2.2-419. Definitions.**

As used in this article, unless the context requires a different meaning:

"Anything of value" means:

1. A pecuniary item, including money, or a bank bill or note;
2. A promissory note, bill of exchange, order, draft, warrant, check, or bond given for the payment of money;
3. A contract, agreement, promise, or other obligation for an advance, conveyance, forgiveness of indebtedness, deposit, distribution, loan, payment, gift, pledge, or transfer of money;
4. A stock, bond, note, or other investment interest in an entity;
5. A receipt given for the payment of money or other property;
6. A right in action;
7. A gift, tangible good, chattel, or an interest in a gift, tangible good, or chattel;
8. A loan or forgiveness of indebtedness;
9. A work of art, antique, or collectible;
10. An automobile or other means of personal transportation;
11. Real property or an interest in real property, including title to realty, a fee simple or partial interest, present or future, contingent or vested within realty, a leasehold interest, or other beneficial interest in realty;
12. An honorarium or compensation for services;
13. A rebate or discount in the price of anything of value unless the rebate or discount is made in the ordinary course of business to a member of the public without regard to that person's status as an executive or legislative official, or the sale or trade of something for reasonable compensation that would ordinarily not be available to a member of the public;
14. A promise or offer of employment; or
15. Any other thing of value that is pecuniary or compensatory in value to a person.

"Anything of value" does not mean a campaign contribution properly received and reported pursuant to Chapter 9.3 (§ 24.2-945 et seq.) of Title 24.2.

"Compensation" means:

1. An advance, conveyance, forgiveness of indebtedness, deposit, distribution, loan, payment, gift, pledge, or transfer of money or anything of value; or
2. A contract, agreement, promise or other obligation for an advance, conveyance, forgiveness of indebtedness, deposit, distribution, loan, payment, gift, pledge, or transfer of money or anything of value, for services rendered or to be rendered.

"Compensation" does not mean reimbursement of expenses if the reimbursement does not exceed the amount actually expended for the expenses and it is substantiated by an itemization of expenses.

"Council" means the Virginia Conflict of Interest and Ethics Advisory Council established in § 30-355.

"Executive action" means the proposal, drafting, development, consideration, amendment, adoption, approval, promulgation, issuance, modification, rejection, or postponement by an executive agency or official of legislation or executive orders issued by the Governor. "Executive action" includes

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57 procurement transactions.

58 "Executive agency" means an agency, board, commission, or other body in the executive branch of  
 59 state government. "Executive agency" includes the State Corporation Commission, the Virginia Workers'  
 60 Compensation Commission, and the Virginia Lottery.

61 "Executive official" means:

- 62 1. The Governor;
- 63 2. The Lieutenant Governor;
- 64 3. The Attorney General;
- 65 4. Any officer or employee of the office of the Governor, Lieutenant Governor, or Attorney General  
 66 other than a clerical or secretarial employee;
- 67 5. The Governor's Secretaries, the Deputy Secretaries, and the chief executive officer of each  
 68 executive agency; or
- 69 6. Members of supervisory and policy boards, commissions and councils, as defined in § 2.2-2100,  
 70 however selected.

71 "Expenditure" means:

- 72 1. A purchase, payment, distribution, loan, forgiveness of a loan or payment of a loan by a third  
 73 party, advance, deposit, transfer of funds, a promise to make a payment, or a gift of money or anything  
 74 of value for any purpose;
- 75 2. A payment to a lobbyist for salary, fee, reimbursement for expenses, or other purpose by a person  
 76 employing, retaining, or contracting for the services of the lobbyist separately or jointly with other  
 77 persons;
- 78 3. A payment in support of or assistance to a lobbyist or the lobbyist's activities, including the direct  
 79 payment of expenses incurred at the request or suggestion of the lobbyist;
- 80 4. A payment that directly benefits an executive or legislative official or a member of the official's  
 81 immediate family;
- 82 5. A payment, including compensation, payment, or reimbursement for the services, time, or expenses  
 83 of an employee for or in connection with direct communication with an executive or legislative official;
- 84 6. A payment for or in connection with soliciting or urging other persons to enter into direct  
 85 communication with an executive or legislative official; or
- 86 7. A payment or reimbursement for categories of expenditures required to be reported pursuant to  
 87 this chapter.

88 "Expenditure" does not mean a campaign contribution properly received and reported pursuant to  
 89 Chapter 9.3 (§ 24.2-945 et seq.) of Title 24.2.

90 "Fair market value" means the price that a good or service would bring between a willing seller and  
 91 a willing buyer in the open market after negotiations. If the fair market value cannot be determined, the  
 92 actual price paid for the good or service shall be given consideration.

93 "Gift" means anything of value, including any gratuity, favor, discount, entertainment, hospitality,  
 94 loan, forbearance, or other item having monetary value, and includes services as well as gifts of  
 95 transportation, local travel, lodgings, and meals, whether provided in-kind or by purchase of a ticket,  
 96 payment in advance, or reimbursement after the expense has been incurred.

97 "Gift" does not mean:

- 98 1. Printed informational or promotional material;
- 99 2. A gift that is not used and, no later than 60 days after receipt, is returned to the donor or  
 100 delivered to a charitable organization and is not claimed as a charitable contribution for federal income  
 101 tax purposes;
- 102 3. A devise or inheritance;
- 103 4. A gift of a value of ~~\$50~~ *or less than \$20*;
- 104 5. Any offer of a ticket, coupon, or other admission or pass unless the ticket, coupon, admission, or  
 105 pass is used;
- 106 6. Any food or beverages provided to an individual at an event at which the individual is performing  
 107 official duties related to his public service;
- 108 7. Any food and beverages received at or registration or attendance fees waived for any event at  
 109 which the individual is a featured speaker, presenter, or lecturer;
- 110 8. An unsolicited award of appreciation or recognition in the form of a plaque, trophy, wall  
 111 memento, or similar item that is given in recognition of public, civic, charitable, or professional service;
- 112 9. Any gift ~~from~~ to an individual's spouse, child, uncle, aunt, niece, nephew, or first cousin; a person  
 113 to whom the donee is engaged to be married; the donee's or his spouse's parent, grandparent, grandchild,  
 114 brother, sister, step-parent, step-grandparent, step-grandchild, step-brother, or step-sister; or the donee's  
 115 brother's or sister's spouse;
- 116 10. Travel provided to facilitate attendance by a legislator at a regular or special session of the  
 117 General Assembly, a meeting of a legislative committee or commission, or a national conference where

attendance is approved by the House *Committee on Rules or its Chairman* or the Senate Committee on Rules *or its Chairman*; or

11. Travel related to an official meeting of the Commonwealth, its political subdivisions, or any board, commission, authority, or other entity, or any charitable organization established pursuant to § 501(c)(3) of the Internal Revenue Code affiliated with such entity, to which such person has been appointed or elected or is a member by virtue of his office or employment.

"Immediate family" means (i) the spouse and (ii) any other person who resides in the same household as the executive or legislative official and who is a dependent of the official.

"Legislative action" means:

1. Preparation, research, drafting, introduction, consideration, modification, amendment, approval, passage, enactment, tabling, postponement, defeat, or rejection of a bill, resolution, amendment, motion, report, nomination, appointment, or other matter by the General Assembly or a legislative official;

2. Action by the Governor in approving, vetoing, or recommending amendments for a bill passed by the General Assembly; or

3. Action by the General Assembly in overriding or sustaining a veto by the Governor, considering amendments recommended by the Governor, or considering, confirming, or rejecting an appointment of the Governor.

"Legislative official" means:

1. A member or member-elect of the General Assembly;

2. A member of a committee, subcommittee, commission, or other entity established by and responsible to the General Assembly or either house of the General Assembly; or

3. Persons employed by the General Assembly or an entity established by and responsible to the General Assembly.

"Lobbying" means:

1. Influencing or attempting to influence executive or legislative action through oral or written communication with an executive or legislative official; or

2. Solicitation of others to influence an executive or legislative official.

"Lobbying" does not mean:

1. Requests for appointments, information on the status of pending executive and legislative actions, or other ministerial contacts if there is no attempt to influence executive or legislative actions;

2. Responses to published notices soliciting public comment submitted to the public official designated in the notice to receive the responses;

3. The solicitation of an association by its members to influence legislative or executive action; or

4. Communications between an association and its members and communications between a principal and its lobbyists.

"Lobbyist" means:

1. An individual who is employed and receives payments, or who contracts for economic consideration, including reimbursement for reasonable travel and living expenses, for the purpose of lobbying;

2. An individual who represents an organization, association, or other group for the purpose of lobbying; or

3. A local government employee who lobbies.

"Lobbyist's principal" or "principal" means the entity on whose behalf the lobbyist influences or attempts to influence executive or legislative action. An organization whose employees conduct lobbying activities on its behalf is both a principal and an employer of the lobbyists. In the case of a coalition or association that employs or retains others to conduct lobbying activities on behalf of its membership, the principal is the coalition or association and not its individual members.

"Local government" means:

1. Any county, city, town, or other local or regional political subdivision;

2. Any school division;

3. Any organization or entity that exercises governmental powers that is established pursuant to an interstate compact; or

4. Any organization composed of members representing entities listed in subdivisions 1, 2, or 3 of this definition.

"Local government employee" means a public employee of a local government.

"Person" means an individual, proprietorship, firm, partnership, joint venture, joint stock company, syndicate, business trust, estate, company, corporation, association, club, committee, organization, or group of persons acting in concert.

"Procurement transaction" means all functions that pertain to obtaining all goods, services, or construction on behalf of an executive agency, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration

where the stated or expected value of the contract is \$5 million or more.

"Secretary" means the Secretary of the Commonwealth.

"Value" means the actual cost or fair market value of an item or items, whichever is greater. If the fair market value cannot be determined, the actual amount paid for the item or items shall be given consideration.

"Widely attended event" means an event at which at least 25 persons have been invited to attend or there is a reasonable expectation that at least 25 persons will attend the event and the event is open to individuals (i) who share a common interest, (ii) who are members of a public, civic, charitable, or professional organization, (iii) who are from a particular industry or profession, or (iv) who represent persons interested in a particular issue.

**§ 2.2-426. Lobbyist reporting; penalty.**

A. Each lobbyist shall file with the Council a separate ~~semiannual~~ annual report of expenditures, including gifts, for each principal for whom he lobbies by ~~December 15 for the preceding six-month period complete through the last day of October and June 15~~ July 1 for the preceding six-month 12-month period complete through the last day of April.

B. Each principal who expends more than \$500 to employ or compensate multiple lobbyists shall be responsible for filing a consolidated lobbyist report pursuant to this section in any case in which the lobbyists are each exempt under the provisions of subdivision 7 or 8 of § 2.2-420 from the reporting requirements of this section.

C. (Effective January 1, 2016, through July 1, 2016) The report shall be on a form provided prescribed by the Council, which shall be substantially similar to the following and shall be accompanied by instructions provided by the Council.

C. (Effective July 1, 2016) The report shall be on a form provided prescribed by the Council, which shall be substantially similar to the following and shall be accompanied by instructions provided by the Council. All reports shall be submitted electronically and in accordance with the standards approved by the Council pursuant to the provisions of § 30-356.

~~LOBBYIST'S DISCLOSURE STATEMENT~~

~~PART I:-~~

(1) ~~PRINCIPAL:~~ \_\_\_\_\_  
In Part I, item 2a, provide the name of the individual authorizing your employment as a lobbyist. The lobbyist filing this statement MAY NOT list his name in item 2a.

(2a) ~~Name:~~ \_\_\_\_\_

(2b) ~~Permanent Business Address:~~ \_\_\_\_\_

(2c) ~~Business Telephone:~~ \_\_\_\_\_

(3) ~~Provide a list of executive and legislative actions (with as much specificity as possible) for which you lobbied and a description of activities conducted.~~

(4) ~~INCORPORATED FILINGS:~~ If you are filing an incorporated disclosure statement, please complete the following:  
Individual filing financial information: \_\_\_\_\_  
Individuals to be included in the filing: \_\_\_\_\_

(5) ~~Please indicate which schedules will be attached to your disclosure statement:-~~

~~[ ] Schedule A: Entertainment Expenses~~

~~[ ] Schedule B: Gifts~~

~~[ ] Schedule C: Other Expenses~~

(6) ~~EXPENDITURE TOTALS:-~~

a) ~~ENTERTAINMENT~~ ..... \$ \_\_\_\_\_

b) ~~GIFTS~~ ..... \$ \_\_\_\_\_

c) ~~COMMUNICATIONS~~ ..... \$ \_\_\_\_\_

d) ~~PERSONAL LIVING AND TRAVEL EXPENSES~~ ..... \$ \_\_\_\_\_

e) ~~COMPENSATION OF LOBBYISTS~~ ..... \$ \_\_\_\_\_

f) ~~HONORARIA~~ ..... \$ \_\_\_\_\_

237 g) OTHER ..... \$ \_\_\_\_\_  
 238 TOTAL ..... \$ \_\_\_\_\_

239 PART II:

240 (1a) NAME OF LOBBYIST: \_\_\_\_\_

241 (1b) Permanent Business Address: \_\_\_\_\_

242 (1c) Business Telephone: \_\_\_\_\_

243 (2) As a lobbyist, you are (check one)

244 ☐ EMPLOYED (on the payroll of the principal)

245 ☐ RETAINED (not on the payroll of the principal, however  
 246 compensated)

247 ☐ NOT COMPENSATED (not compensated; expenses may be reimbursed)

248 (3) List all lobbyists other than yourself who registered to  
 249 represent your principal.

250 \_\_\_\_\_

251 \_\_\_\_\_

252 \_\_\_\_\_

253 (4) If you selected "EMPLOYED" as your answer to Part II, item 2,  
 254 provide your job title.

255 \_\_\_\_\_

256 PLEASE NOTE: Some lobbyists are not individually compensated for  
 257 lobbying activities. This may occur when several members of a firm  
 258 represent a single principal. The principal, in turn, makes a single  
 259 payment to the firm. If this describes your situation, do not answer  
 260 Part II, items 5a and 5b. Instead, complete Part III, items 1 and 2.

261 (5a) What was the DOLLAR AMOUNT OF YOUR COMPENSATION as a lobbyist?  
 262 (If you have job responsibilities other than those involving  
 263 lobbying, you may have to prorate to determine the part of your  
 264 salary attributable to your lobbying activities.) Transfer your  
 265 answer to this item to Part I, item 6e.

266 (5b) Explain how you arrived at your answer to Part II, item 5a.

267 \_\_\_\_\_

268 \_\_\_\_\_

269 \_\_\_\_\_

270 PART III:

271 PLEASE NOTE: If you answered Part II, items 5a and 5b, you WILL NOT  
 272 complete this section.

273 (1) List all members of your firm, organization, association,  
 274 corporation, or other entity who furnished lobbying services to  
 275 your principal.

276 \_\_\_\_\_

277 \_\_\_\_\_

278 \_\_\_\_\_

279 (2) Indicate the total amount paid to your firm, organization,  
 280 association, corporation, or other entity for services rendered.  
 281 Transfer your answer to this item to Part I, item 6e. \_\_\_\_\_

282 SCHEDULE A

283 ENTERTAINMENT EXPENSES

284 PLEASE NOTE: Any single entertainment event included in the expense  
 285 totals of the principal, with a value greater than \$50, should be  
 286 itemized below. Transfer any totals from this schedule to Part I,  
 287 item 6a. (Please duplicate as needed.)

288 Date and Location of Event:

289 \_\_\_\_\_

290 \_\_\_\_\_

291 Description of Event (including whether or not it meets the criteria  
 292 of a widely attended event):

293 \_\_\_\_\_

294 \_\_\_\_\_

295 Total Number of Persons Attending: \_\_\_\_\_

296 \_\_\_\_\_

297 Names of Legislative and Executive Officials or Members of Their

298 Immediate Families Attending: (List names only if the average value

299 for each person attending the event was greater than \$50.)

300 \_\_\_\_\_

301 \_\_\_\_\_

302 \_\_\_\_\_

303 \_\_\_\_\_

304 Food ..... \$ \_\_\_\_\_

305 Beverages ..... \$ \_\_\_\_\_

306 Transportation of Legislative and Executive Officials

307 or Members of Their Immediate Families ..... \$ \_\_\_\_\_

308 Lodging of Legislative and Executive Officials or

309 Members of Their Immediate Families ..... \$ \_\_\_\_\_

310 Performers, Speakers, Etc. .... \$ \_\_\_\_\_

311 Displays ..... \$ \_\_\_\_\_

312 Rentals ..... \$ \_\_\_\_\_

313 Service Personnel ..... \$ \_\_\_\_\_

314 Miscellaneous ..... \$ \_\_\_\_\_

315 TOTAL ..... \$ \_\_\_\_\_

## SCHEDULE B

## GIFTS

318 PLEASE NOTE: Any single gift reported in the expense totals of the

319 principal, with a value greater than \$50, should be itemized below.

320 (Report meals, entertainment and travel under Schedule A.) Transfer

321 any totals from this schedule to Part I, item 6b. (Please duplicate

322 as needed.)

		Name of each		
		legislative or		
		executive official		
		or member of his		
		immediate family		Cost of
Date	Description	who is a recipient	individual	
of gift:	of gift:	of a gift:	gift:	
330	_____	_____	_____	\$ _____
331	_____	_____	_____	\$ _____
332	_____	_____	_____	\$ _____
333	_____	_____	_____	\$ _____
334	TOTAL COST TO PRINCIPAL .....			\$ _____

## SCHEDULE C

## OTHER EXPENSES

337 PLEASE NOTE: This section is provided for any lobbying related

338 expenses not covered in Part I, items 6a - 6f. An example of an

339 expenditure to be listed on schedule C would be the rental of a

340 bill box during the General Assembly session. Transfer the total

341 from this schedule to Part I, item 6g. (Please duplicate as needed.)

DATE OF EXPENSE	DESCRIPTION OF EXPENSE	AMOUNT
343	_____	\$ _____
344	_____	\$ _____
345	_____	\$ _____
346	_____	\$ _____
347	_____	\$ _____
348	_____	\$ _____

\_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 \_\_\_\_\_ \$ \_\_\_\_\_  
 TOTAL "OTHER" EXPENSES \_\_\_\_\_ \$ \_\_\_\_\_

#### PART IV: STATEMENTS

The following items are mandatory and if they are not properly completed, the entire filing will be rejected and returned to the lobbyist:

- (1) All signatures on the statement must be ORIGINAL in the format specified in the instructions provided by the Council that accompany this form. No stamps, or other reproductions of the individual's signature will be accepted.
- (2) An individual MAY NOT sign the disclosure statement as lobbyist and principal officer.

#### STATEMENT OF LOBBYIST

I, the undersigned registered lobbyist, do state that the information furnished on this disclosure statement and on all accompanying attachments required to be made thereto is, to the best of my knowledge and belief, complete and accurate.

\_\_\_\_\_  
 Signature of lobbyist

\_\_\_\_\_  
 Date

#### STATEMENT OF PRINCIPAL

I, the undersigned principal (or an authorized official thereof), do state that the information furnished on this disclosure statement and on all accompanying attachments required to be made thereto is, to the best of my knowledge and belief, complete and accurate.

\_\_\_\_\_  
 Signature of principal

\_\_\_\_\_  
 Date

D. A person who knowingly and intentionally makes a false statement of a material fact on the disclosure statement is guilty of a Class 5 felony.

E. *The name of a legislative or executive official, or a member of his immediate family, attending any reportable entertainment event shall not be required to be disclosed by the principal if that legislative or executive official reimburses the principal for, or otherwise pays for, his attendance, or the attendance of a member of his immediate family, at the entertainment event. Reimbursement shall be calculated using the average value for each person attending the event.*

F. Each lobbyist shall send to each legislative and executive official who is required to be identified by name on Schedule A or B of the Lobbyist's Disclosure Form a copy of Schedule A or B or a summary of the information pertaining to that official. Copies or summaries shall be provided to the official by ~~November 21~~ *December 15* for the preceding ~~six-month~~ *12-month* period complete through the last day of ~~October~~ *April* and by ~~May 21~~ *November 30* for the preceding ~~six-month~~ *12-month* period complete through the last day of ~~April~~ *November 30*.

#### § 2.2-427. Filings; inspection.

Registration statements ~~and lobbying reports~~ shall be open to public inspection and copying during the regular business hours of the office of the Secretary of the Commonwealth. *Lobbying reports shall be open to public inspection and copying during the regular business hours of the Council.*

~~Such~~ Registration statements ~~and reports~~ shall be deemed to have been filed only when actually received in the office of the Secretary or mailed to the Secretary by registered, certified, or regular mail with the sender retaining sufficient proof of mailing, which may be a United States Postal Certificate of Mailing. *Lobbying reports shall be deemed to have been filed only when received by the Council in accordance with the standards approved by the Council pursuant to § 30-356.*

#### § 2.2-3101. Definitions.

As used in this chapter, unless the context requires a different meaning:

"Advisory agency" means any board, commission, committee or post which does not exercise any sovereign power or duty, but is appointed by a governmental agency or officer or is created by law for the purpose of making studies or recommendations, or advising or consulting with a governmental agency.

"Affiliated business entity relationship" means a relationship, other than a parent-subsidary relationship, that exists when (i) one business entity has a controlling ownership interest in the other business entity, (ii) a controlling owner in one entity is also a controlling owner in the other entity, or (iii) there is shared management or control between the business entities. Factors that may be considered in determining the existence of an affiliated business entity relationship include that the same person or substantially the same person owns or manages the two entities, there are common or commingled funds or assets, the business entities share the use of the same offices or employees, or otherwise share activities, resources or personnel on a regular basis, or there is otherwise a close working relationship between the entities.

"Business" means a corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust or foundation, or any other individual or entity carrying on a business or profession, whether or not for profit.

"Candidate" means a person who seeks or campaigns for an office of the Commonwealth or one of its governmental units in a general, primary, or special election and who is qualified to have his name placed on the ballot for the office. The candidate shall become subject to the provisions of this chapter upon the filing of a statement of qualification pursuant to § 24.2-501. The State Board of Elections or general registrar shall notify each such candidate of the provisions of this chapter. Notification made by the general registrar shall consist of information developed by the State Board of Elections.

"Contract" means any agreement to which a governmental agency is a party, or any agreement on behalf of a governmental agency that involves the payment of money appropriated by the General Assembly or a political subdivision, whether or not such agreement is executed in the name of the Commonwealth, or some political subdivision thereof. "Contract" includes a subcontract only when the contract of which it is a part is with the officer's or employee's own governmental agency.

"Council" means the Virginia Conflict of Interest and Ethics Advisory Council established in § 30-355.

"Employee" means all persons employed by a governmental or advisory agency, unless otherwise limited by the context of its use.

"Financial institution" means any bank, trust company, savings institution, industrial loan association, consumer finance company, credit union, broker-dealer as defined in subsection A of § 13.1-501, or investment company or advisor registered under the federal Investment Advisors Act or Investment Company Act of 1940.

"Gift" means any gratuity, favor, discount, entertainment, hospitality, loan, forbearance, or other item having monetary value. It includes services as well as gifts of transportation, local travel, lodgings and meals, whether provided in-kind, by purchase of a ticket, payment in advance or reimbursement after the expense has been incurred. "Gift" does not include (i) any offer of a ticket, coupon, or other admission or pass unless the ticket, coupon, admission, or pass is used; (ii) honorary degrees; (iii) any athletic, merit, or need-based scholarship or any other financial aid awarded by a public or private school, institution of higher education, or other educational program pursuant to such school, institution, or program's financial aid standards and procedures applicable to the general public; (iv) a campaign contribution properly received and reported pursuant to Chapter 9.3 (§ 24.2-945 et seq.) of Title 24.2; (v) any gift related to the private profession or occupation of an officer or employee or of a member of his immediate family; (vi) food or beverages consumed while attending an event at which the filer is performing official duties related to his public service; (vii) food and beverages received at or registration or attendance fees waived for any event at which the filer is a featured speaker, presenter, or lecturer; (viii) unsolicited awards of appreciation or recognition in the form of a plaque, trophy, wall memento, or similar item that is given in recognition of public, civic, charitable, or professional service; (ix) a devise or inheritance; (x) travel disclosed pursuant to the Campaign Finance Disclosure Act (§ 24.2-945 et seq.); (xi) travel paid for or provided by the government of the United States, any of its territories, or any state or any political subdivision of such state; (xii) travel provided to facilitate attendance by a legislator at a regular or special session of the General Assembly, a meeting of a legislative committee or commission, or a national conference where attendance is approved by the House *Committee on Rules or its Chairman* or the Senate *Committee on Rules or its Chairman*; (xiii) travel related to an official meeting of the Commonwealth, its political subdivisions, or any board, commission, authority, or other entity, or any charitable organization established pursuant to § 501(c)(3) of the Internal Revenue Code affiliated with such entity, to which such person has been appointed or elected or is a member by virtue of his office or employment; ~~or~~ (xiv) *gifts with a value of less than \$20; or* (xv) gifts from relatives or personal friends. For the purpose of this definition, "relative" means



the donee's spouse, child, uncle, aunt, niece, nephew, or first cousin; a person to whom the donee is engaged to be married; the donee's or his spouse's parent, grandparent, grandchild, brother, sister, step-parent, step-grandparent, step-grandchild, step-brother, or step-sister; or the donee's brother's or sister's spouse. For the purpose of this definition, "personal friend" does not include any person that the filer knows or has reason to know is (a) a lobbyist registered pursuant to Article 3 (§ 2.2-418 et seq.) of Chapter 4 of Title 2.2; (b) a lobbyist's principal as defined in § 2.2-419; (c) for an officer or employee of a local governmental or advisory agency, a person, organization, or business who is a party to or is seeking to become a party to a contract with the local agency of which he is an officer or an employee; or (d) for an officer or employee of a state governmental or advisory agency, a person, organization, or business who is a party to or is seeking to become a party to a contract with the Commonwealth. For purposes of this definition, "person, organization, or business" includes individuals who are officers, directors, or owners of or who have a controlling ownership interest in such organization or business.

"Governmental agency" means each component part of the legislative, executive or judicial branches of state and local government, including each office, department, authority, post, commission, committee, and each institution or board created by law to exercise some regulatory or sovereign power or duty as distinguished from purely advisory powers or duties. Corporations organized or controlled by the Virginia Retirement System are "governmental agencies" for purposes of this chapter.

"Immediate family" means (i) a spouse and (ii) any other person who resides in the same household as the officer or employee and who is a dependent of the officer or employee.

"Officer" means any person appointed or elected to any governmental or advisory agency including local school boards, whether or not he receives compensation or other emolument of office. Unless the context requires otherwise, "officer" includes members of the judiciary.

"Parent-subsidiary relationship" means a relationship that exists when one corporation directly or indirectly owns shares possessing more than 50 percent of the voting power of another corporation.

"Personal interest" means a financial benefit or liability accruing to an officer or employee or to a member of his immediate family. Such interest shall exist by reason of (i) ownership in a business if the ownership interest exceeds three percent of the total equity of the business; (ii) annual income that exceeds, or may reasonably be anticipated to exceed, \$5,000 from ownership in real or personal property or a business; (iii) salary, other compensation, fringe benefits, or benefits from the use of property, or any combination thereof, paid or provided by a business or governmental agency that exceeds, or may reasonably be anticipated to exceed, \$5,000 annually; (iv) ownership of real or personal property if the interest exceeds \$5,000 in value and excluding ownership in a business, income, or salary, other compensation, fringe benefits or benefits from the use of property; (v) personal liability incurred or assumed on behalf of a business if the liability exceeds three percent of the asset value of the business; or (vi) an option for ownership of a business or real or personal property if the ownership interest will consist of clause (i) or (iv) above.

"Personal interest in a contract" means a personal interest that an officer or employee has in a contract with a governmental agency, whether due to his being a party to the contract or due to a personal interest in a business that is a party to the contract.

"Personal interest in a transaction" means a personal interest of an officer or employee in any matter considered by his agency. Such personal interest exists when an officer or employee or a member of his immediate family has a personal interest in property or a business or governmental agency, or represents or provides services to any individual or business and such property, business or represented or served individual or business (i) is the subject of the transaction or (ii) may realize a reasonably foreseeable direct or indirect benefit or detriment as a result of the action of the agency considering the transaction. Notwithstanding the above, such personal interest in a transaction shall not be deemed to exist where (a) an elected member of a local governing body serves without remuneration as a member of the board of trustees of a not-for-profit entity and such elected member or member of his immediate family has no personal interest related to the not-for-profit entity or (b) an officer, employee, or elected member of a local governing body is appointed by such local governing body to serve on a governmental agency, or an officer, employee, or elected member of a separate local governmental agency formed by a local governing body is appointed to serve on a governmental agency, and the personal interest in the transaction of the governmental agency is the result of the salary, other compensation, fringe benefits, or benefits provided by the local governing body or the separate governmental agency to the officer, employee, elected member, or member of his immediate family.

"State and local government officers and employees" shall not include members of the General Assembly.

"State filer" means those officers and employees required to file a disclosure statement of their personal interests pursuant to subsection A or B of § 2.2-3114.

"Transaction" means any matter considered by any governmental or advisory agency, whether in a committee, subcommittee, or other entity of that agency or before the agency itself, on which official

action is taken or contemplated.

**§ 2.2-3106. Prohibited contracts by officers and employees of state government and Eastern Virginia Medical School.**

A. No officer or employee of any governmental agency of state government or Eastern Virginia Medical School shall have a personal interest in a contract with the governmental agency of which he is an officer or employee, other than his own contract of employment.

B. No officer or employee of any governmental agency of state government or Eastern Virginia Medical School shall have a personal interest in a contract with any other governmental agency of state government unless such contract is (i) awarded as a result of competitive sealed bidding or competitive negotiation as set forth in § 2.2-4302.1 or 2.2-4302.2 or (ii) is awarded after a finding, in writing, by the administrative head of the governmental agency that competitive bidding or negotiation is contrary to the best interest of the public.

C. The provisions of this section shall not apply to:

1. An employee's personal interest in additional contracts of employment with his own governmental agency that accrue to him because of a member of his immediate family, provided the employee does not exercise any control over the employment or the employment activities of the member of his immediate family and the employee is not in a position to influence those activities;

2. The personal interest of an officer or employee of a state institution of higher education or the Eastern Virginia Medical School in additional contracts of employment with his own governmental agency that accrue to him because of a member of his immediate family, provided (i) the officer or employee and the immediate family member are engaged in teaching, research or administrative support positions at the educational institution or the Eastern Virginia Medical School, (ii) the governing board of the educational institution finds that it is in the best interests of the institution or the Eastern Virginia Medical School and the Commonwealth for such dual employment to exist, and (iii) after such finding, the governing board of the educational institution or the Eastern Virginia Medical School ensures that the officer or employee, or the immediate family member, does not have sole authority to supervise, evaluate or make personnel decisions regarding the other;

3. An officer's or employee's personal interest in a contract of employment with any other governmental agency of state government;

4. Contracts for the sale by a governmental agency or the Eastern Virginia Medical School of services or goods at uniform prices available to the general public;

5. An employee's personal interest in a contract between a public institution of higher education in Virginia or the Eastern Virginia Medical School and a publisher or wholesaler of textbooks or other educational materials for students, which accrues to him solely because he has authored or otherwise created such textbooks or materials;

6. An employee's personal interest in a contract with his or her employing public institution of higher education to acquire the collections or scholarly works owned by the employee, including manuscripts, musical scores, poetry, paintings, books or other materials, writings, or papers of an academic, research, or cultural value to the institution, provided the president of the institution approves the acquisition of such collections or scholarly works as being in the best interests of the institution's public mission of service, research, or education;

7. Subject to approval by the board of visitors, an employee's personal interest in a contract between the Eastern Virginia Medical School or a public institution of higher education in Virginia that operates a school of medicine or dentistry and a not-for-profit nonstock corporation that operates a clinical practice within such public institution of higher education or the Eastern Virginia Medical School and of which such employee is a member or employee;

8. Subject to approval by the relevant board of visitors, an employee's personal interest in a contract for research and development or commercialization of intellectual property between a public institution of higher education in Virginia or the Eastern Virginia Medical School and a business in which the employee has a personal interest, if (i) the employee's personal interest has been disclosed to and approved by such public institution of higher education or the Eastern Virginia Medical School prior to the time at which the contract is entered into; (ii) the employee promptly files a disclosure statement pursuant to § 2.2-3117 and thereafter files such statement annually on or before ~~December~~ January 15; (iii) the institution has established a formal policy regarding such contracts, approved by the State Council of Higher Education or, in the case of the Eastern Virginia Medical School, a formal policy regarding such contracts in conformity with any applicable federal regulations that has been approved by its board of visitors; and (iv) no later than December 31 of each year, the institution or the Eastern Virginia Medical School files an annual report with the Secretary of the Commonwealth disclosing each open contract entered into subject to this provision, the names of the parties to each contract, the date each contract was executed and its term, the subject of each contractual arrangement, the nature of the conflict of interest, the institution's or the Eastern Virginia Medical School's employee responsible for

administering each contract, the details of the institution's or the Eastern Virginia Medical School's commitment or investment of resources or finances for each contract, and any other information requested by the Secretary of the Commonwealth; or

9. Subject to approval by the relevant board of visitors, an employee's personal interest in a contract between a public institution of higher education in Virginia or the Eastern Virginia Medical School and a business in which the employee has a personal interest, if (i) the personal interest has been disclosed to the institution or the Eastern Virginia Medical School prior to the time the contract is entered into; (ii) the employee files a disclosure statement pursuant to § 2.2-3117 and thereafter annually on or before ~~December~~ January 15; (iii) the employee does not participate in the institution's or the Eastern Virginia Medical School's decision to contract; (iv) the president of the institution or the Eastern Virginia Medical School finds and certifies in writing that the contract is for goods and services needed for quality patient care, including related medical education or research, by the institution's medical center or the Eastern Virginia Medical School, its affiliated teaching hospitals and other organizations necessary for the fulfillment of its mission, including the acquisition of drugs, therapies and medical technologies; and (v) no later than December 31 of each year, the institution or the Eastern Virginia Medical School files an annual report with the Secretary of the Commonwealth disclosing each open contract entered subject to this provision, the names of the parties to each contract, the date each contract was executed and its term, the subject of each contractual arrangement, the nature of the conflict of interest, the institution's or the Eastern Virginia Medical School's employee responsible for administering each contract, the details of the institution's or the Eastern Virginia Medical School's commitment or investment of resources or finances for each contract, and any other information requested by the Secretary of the Commonwealth.

D. Notwithstanding the provisions of subdivisions C 8 and C 9, if the research and development or commercialization of intellectual property or the employee's personal interest in a contract with a business is subject to policies and regulations governing conflicts of interest promulgated by any agency of the United States government, including the adoption of policies requiring the disclosure and management of such conflicts of interests, the policies established by the Eastern Virginia Medical School pursuant to such federal requirements shall constitute compliance with subdivisions C 8 and C 9, upon notification by the Eastern Virginia Medical School to the Secretary of the Commonwealth by January 31 of each year of evidence of their compliance with such federal policies and regulations.

E. The board of visitors may delegate the authority granted under subdivision C 8 to the president of the institution. If the board elects to delegate such authority, the board shall include this delegation of authority in the formal policy required by clause (iii) of subdivision C 8. In those instances where the board has delegated such authority, on or before December 1 of each year, the president of the relevant institution shall file a report with the relevant board of visitors disclosing each open contract entered into subject to this provision, the names of the parties to each contract, the date each contract was executed and its term, the subject of each contractual arrangement, the nature of the conflict of interest, the institution's or the Eastern Virginia Medical School's employee responsible for administering each contract, the details of the institution's or the Eastern Virginia Medical School's commitment or investment of resources or finances for each contract, the details of how revenues are to be dispersed, and any other information requested by the board of visitors.

**§ 2.2-3109.1. Prohibited contracts; additional exclusions for contracts by officers and employees of hospital authorities.**

A. As used in this section, "hospital authority" means a hospital authority established pursuant to Chapter 53 (§ 15.2-5300 et seq.) of Title 15.2 or an Act of Assembly.

B. The provisions of § 2.2-3109 shall not apply to:

1. The personal interest of an officer or employee of a hospital authority in additional contracts of employment with his own governmental agency that accrue to him because of a member of his immediate family, provided (i) the officer or employee and the immediate family member are licensed members of the medical profession or hold administrative support positions at the hospital authority, (ii) the governing board of the hospital authority finds that it is in the best interests of the hospital authority and the county, city, or town for such dual employment to exist, and (iii) after such finding, the governing board of the hospital authority ensures that neither the officer or employee, nor the immediate family member, has sole authority to supervise, evaluate, or make personnel decisions regarding the other;

2. Subject to approval by the governing board of the hospital authority, an officer or employee's personal interest in a contract between his hospital authority and a professional entity that operates a clinical practice at any medical facilities of such other hospital authority and of which such officer or employee is a member or employee;

3. Subject to approval by the relevant governing body, an officer or employee's personal interest in a contract for research and development or commercialization of intellectual property between the hospital

authority and a business in which the employee has a personal interest, provided (i) the officer or employee's personal interest has been disclosed to and approved by the hospital authority prior to the time at which the contract is entered into; (ii) the officer or employee promptly files a disclosure statement pursuant to § 2.2-3117 and thereafter files such statement annually on or before ~~December~~ *January* 15; (iii) the local hospital authority has established a formal policy regarding such contracts in conformity with any applicable federal regulations that has been approved by its governing body; and (iv) no later than December 31 of each year, the local hospital authority files an annual report with the Virginia Conflict of Interest and Ethics Advisory Council disclosing each open contract entered into subject to this provision, the names of the parties to each contract, the date each contract was executed and its term, the subject of each contractual arrangement, the nature of the conflict of interest, the hospital authority's employee responsible for administering each contract, the details of such hospital authority's commitment or investment of resources or finances for each contract, and any other information requested by the Virginia Conflict of Interest and Ethics Advisory Council; or

4. Subject to approval by the relevant governing body, an officer or employee's personal interest in a contract between the hospital authority and a business in which the officer or employee has a personal interest, provided (i) the personal interest has been disclosed to the hospital authority prior to the time the contract is entered into; (ii) the officer or employee files a disclosure statement pursuant to § 2.2-3117 and thereafter annually on or before ~~December~~ *January* 15; (iii) the officer or employee does not participate in the hospital authority's decision to contract; (iv) the president or chief executive officer of the hospital authority finds and certifies in writing that the contract is for goods and services needed for quality patient care, including related medical education or research, by any of the hospital authority's medical facilities or any of its affiliated organizations, or is otherwise necessary for the fulfillment of its mission, including but not limited to the acquisition of drugs, therapies, and medical technologies; and (v) no later than December 31 of each year, the hospital authority files an annual report with the Virginia Conflict of Interest and Ethics Advisory Council disclosing each open contract entered into subject to this provision, the names of the parties to each contract, the date each contract was executed and its term, the subject of each contractual arrangement, the nature of the conflict of interest, the hospital authority's employee responsible for administering each contract, the details of the hospital authority's commitment or investment of resources or finances for each contract, and any other information requested by the Virginia Conflict of Interest and Ethics Advisory Council.

C. Notwithstanding the provisions of subdivisions B 3 and B 4, if the research and development or commercialization of intellectual property or the officer or employee's personal interest in a contract with a business is subject to policies and regulations governing conflicts of interest promulgated by any agency of the United States government, including the adoption of policies requiring the disclosure and management of such conflicts of interest, the policies established by the hospital authority pursuant to such federal requirements shall constitute compliance with subdivisions B 3 and B 4, upon notification by the hospital authority to the Virginia Conflict of Interest and Ethics Advisory Council by January 31 of each year of evidence of its compliance with such federal policies and regulations.

D. The governing body may delegate the authority granted under subdivision B 2 to the president or chief executive officer of hospital authority. If the board elects to delegate such authority, the board shall include this delegation of authority in the formal policy required by clause (iii) of subdivision B 3. In those instances where the board has delegated such authority, on or before December 1 of each year, the president or chief executive officer of the hospital authority shall file a report with the relevant governing body disclosing each open contract entered into subject to this provision, the names of the parties to each contract, the date each contract was executed and its term, the subject of each contractual arrangement, the nature of the conflict of interest, the hospital authority's employee responsible for administering each contract, the details of the hospital authority's commitment or investment of resources or finances for each contract, the details of how revenues are to be dispersed, and any other information requested by the governing body.

**§ 2.2-3114. Disclosure by state officers and employees.**

A. The Governor, Lieutenant Governor, Attorney General, Justices of the Supreme Court, judges of the Court of Appeals, judges of any circuit court, judges and substitute judges of any district court, members of the State Corporation Commission, members of the Virginia Workers' Compensation Commission, members of the Commonwealth Transportation Board, members of the Board of Trustees of the Virginia Retirement System, members of the Virginia Alcoholic Beverage Control Board, and members of the Virginia Lottery Board and other persons occupying such offices or positions of trust or employment in state government, including members of the governing bodies of authorities, as may be designated by the Governor, or officers or employees of the legislative branch, as may be designated by the Joint Rules Committee of the General Assembly, shall file with the Council, as a condition to assuming office or employment, a disclosure statement of their personal interests and such other information as is ~~specified~~ *required* on the form ~~set forth~~ *in* *prescribed* by the Council pursuant to

§ 2.2-3117 and thereafter shall file such a statement ~~semiannually by December~~ *annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April*. When the filing deadline falls on a Saturday, Sunday, or legal holiday, the disclosure statement shall be filed on the next day that is not a Saturday, Sunday, or legal holiday.

B. Nonsalaried citizen members of all policy and supervisory boards, commissions and councils in the executive branch of state government, other than the Commonwealth Transportation Board, members of the Board of Trustees of the Virginia Retirement System, and the Virginia Lottery Board, shall file with the Council, as a condition to assuming office, a disclosure form of their personal interests and such other information as is ~~specified~~ *required* on the form ~~set forth in~~ *prescribed by the Council pursuant to § 2.2-3118* and thereafter shall file such form annually on or before ~~December~~ *January 15*. When the filing deadline falls on a Saturday, Sunday, or legal holiday, the disclosure statement shall be filed on the next day that is not a Saturday, Sunday, or legal holiday. Nonsalaried citizen members of other boards, commissions and councils, including advisory boards and authorities, may be required to file a disclosure form if so designated by the Governor, in which case the form shall be that ~~set forth in~~ *prescribed by the Council pursuant to § 2.2-3118*.

C. (Effective January 1, 2016, until July 1, 2016) The disclosure forms required by subsections A and B shall be made available by the Council at least 30 days prior to the filing deadline. Disclosure forms shall be filed and maintained as public records for five years in the office of the Council. Such forms shall be made public no later than six weeks after filing.

C. (Effective July 1, 2016) The disclosure forms required by subsections A and B shall be made available by the Council at least 30 days prior to the filing deadline. Disclosure forms shall be filed electronically with the Council in accordance with the standards approved by it pursuant to § 30-356. All forms shall be maintained as public records for five years in the office of the Council. Such forms shall be made public no later than six weeks after filing.

D. Candidates for the offices of Governor, Lieutenant Governor or Attorney General shall file a disclosure statement of their personal interests as required by § 24.2-502.

E. Any officer or employee of state government who has a personal interest in any transaction before the governmental or advisory agency of which he is an officer or employee and who is disqualified from participating in that transaction pursuant to subdivision A 1 of § 2.2-3112, or otherwise elects to disqualify himself, shall forthwith make disclosure of the existence of his interest, including the full name and address of the business and the address or parcel number for the real estate if the interest involves a business or real estate, and his disclosure shall also be reflected in the public records of the agency for five years in the office of the administrative head of the officer's or employee's governmental agency or advisory agency or, if the agency has a clerk, in the clerk's office.

F. An officer or employee of state government who is required to declare his interest pursuant to subdivision A 2 of § 2.2-3112, shall declare his interest by stating (i) the transaction involved, (ii) the nature of the officer's or employee's personal interest affected by the transaction, (iii) that he is a member of a business, profession, occupation, or group the members of which are affected by the transaction, and (iv) that he is able to participate in the transaction fairly, objectively, and in the public interest. The officer or employee shall either make his declaration orally to be recorded in written minutes for his agency or file a signed written declaration with the clerk or administrative head of his governmental or advisory agency, as appropriate, who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the officer or employee shall prepare and file the required declaration by the end of the next business day.

G. An officer or employee of state government who is required to declare his interest pursuant to subdivision A 3 of § 2.2-3112, shall declare his interest by stating (i) the transaction involved, (ii) that a party to the transaction is a client of his firm, (iii) that he does not personally represent or provide services to the client, and (iv) that he is able to participate in the transaction fairly, objectively, and in the public interest. The officer or employee shall either make his declaration orally to be recorded in written minutes for his agency or file a signed written declaration with the clerk or administrative head of his governmental or advisory agency, as appropriate, who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the officer or employee shall prepare and file the required declaration by the end of the next business day.

H. Notwithstanding any other provision of law, chairs of departments at a public institution of higher education in the Commonwealth shall not be required to file the disclosure form prescribed by the Council pursuant to § 2.2-3117 or 2.2-3118.

**§ 2.2-3114.2. Report of gifts by certain officers and employees of state government.**

The Governor, Lieutenant Governor, Attorney General, and each member of the Governor's Cabinet shall file, on or before May 1, a report of gifts accepted or received by him or a member of his immediate family during the period beginning on January 1 complete through adjournment sine die of the regular session of the General Assembly. The gift report shall be on a form prescribed by the Council and shall be filed electronically with the Council in accordance with the standards approved by it pursuant to § 30-356. For purposes of this section, "adjournment sine die" means adjournment on the last legislative day of the regular session and does not include the ensuing reconvened session. Any gifts reported pursuant to this section shall not be listed on the annual disclosure form prescribed by the Council pursuant to § 2.2-3117.

**§ 2.2-3115. Disclosure by local government officers and employees.**

A. The members of every governing body and school board of each county and city and of towns with populations in excess of 3,500 shall file, as a condition to assuming office or employment, a disclosure statement of their personal interests and other information as is specified required on the form set forth in prescribed by the Council pursuant to § 2.2-3117 and thereafter shall file such a statement semiannually by December annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April.

The members of the governing body of any authority established in any county or city, or part or combination thereof, and having the power to issue bonds or expend funds in excess of \$10,000 in any fiscal year, shall file, as a condition to assuming office, a disclosure statement of their personal interests and other information as is specified required on the form set forth in prescribed by the Council pursuant to § 2.2-3118 and thereafter shall file such a statement annually on or before December January 15, unless the governing body of the jurisdiction that appoints the members requires that the members file the form set forth in § 2.2-3117 semiannually by December 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April.

Persons occupying such positions of trust appointed by governing bodies and persons occupying such positions of employment with governing bodies as may be designated to file by ordinance of the governing body shall file, as a condition to assuming office or employment, a disclosure statement of their personal interests and other information as is specified required on the form set forth in prescribed by the Council pursuant to § 2.2-3117 and thereafter shall file such a statement semiannually by December annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April.

Persons occupying such positions of trust appointed by school boards and persons occupying such positions of employment with school boards as may be designated to file by an adopted policy of the school board shall file, as a condition to assuming office or employment, a disclosure statement of their personal interests and other information as is specified required on the form set forth in prescribed by the Council pursuant to § 2.2-3117 and thereafter shall file such a statement semiannually by December annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April.

B. Nonsalaried citizen members of local boards, commissions and councils as may be designated by the governing body shall file, as a condition to assuming office, a disclosure form of their personal interests and such other information as is specified required on the form set forth in prescribed by the Council pursuant to § 2.2-3118 and thereafter shall file such form annually on or before December January 15.

C. No person shall be mandated to file any disclosure not otherwise required by this article.

D. The disclosure forms required by subsections A and B shall be made available by the Virginia Conflict of Interest and Ethics Advisory Council at least 30 days prior to the filing deadline, and the clerks of the governing body and school board shall distribute the forms to designated individuals at least 20 days prior to the filing deadline. Forms shall be filed and maintained as public records for five years in the office of the clerk of the respective governing body or school board. Forms filed by members of governing bodies of authorities shall be filed and maintained as public records for five years in the office of the clerk of the governing body of the county or city. Such forms shall be made public no later than six weeks after filing.

E. Candidates for membership in the governing body or school board of any county, city or town with a population of more than 3,500 persons shall file a disclosure statement of their personal interests as required by § 24.2-502.

F. Any officer or employee of local government who has a personal interest in any transaction before the governmental or advisory agency of which he is an officer or employee and who is disqualified

from participating in that transaction pursuant to subdivision A 1 of § 2.2-3112 or otherwise elects to disqualify himself, shall forthwith make disclosure of the existence of his interest, including the full name and address of the business and the address or parcel number for the real estate if the interest involves a business or real estate, and his disclosure shall be reflected in the public records of the agency for five years in the office of the administrative head of the officer's or employee's governmental or advisory agency.

G. In addition to any disclosure required by subsections A and B, in each county and city and in towns with populations in excess of 3,500, members of planning commissions, boards of zoning appeals, real estate assessors, and all county, city and town managers or executive officers shall make annual disclosures of all their interests in real estate located in the county, city or town in which they are elected, appointed, or employed. Such disclosure shall include any business in which such persons own an interest, or from which income is received, if the primary purpose of the business is to own, develop or derive compensation through the sale, exchange or development of real estate in the county, city or town. Such disclosure shall be filed as a condition to assuming office or employment, and thereafter shall be filed annually with the clerk of the governing body of such county, city, or town on or before ~~December~~ January 15. Such disclosures shall be filed and maintained as public records for five years. Such forms shall be made public no later than six weeks after filing. Forms for the filing of such reports shall be made available by the Virginia Conflict of Interest and Ethics Advisory Council to the clerk of each governing body.

H. An officer or employee of local government who is required to declare his interest pursuant to subdivision A 2 of § 2.2-3112 shall declare his interest by stating (i) the transaction involved, (ii) the nature of the officer's or employee's personal interest affected by the transaction, (iii) that he is a member of a business, profession, occupation, or group the members of which are affected by the transaction, and (iv) that he is able to participate in the transaction fairly, objectively, and in the public interest. The officer or employee shall either make his declaration orally to be recorded in written minutes for his agency or file a signed written declaration with the clerk or administrative head of his governmental or advisory agency, as appropriate, who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the officer or employee shall prepare and file the required declaration by the end of the next business day. The officer or employee shall also orally disclose the existence of the interest during each meeting of the governmental or advisory agency at which the transaction is discussed and such disclosure shall be recorded in the minutes of the meeting.

I. An officer or employee of local government who is required to declare his interest pursuant to subdivision A 3 of § 2.2-3112, shall declare his interest by stating (i) the transaction involved, (ii) that a party to the transaction is a client of his firm, (iii) that he does not personally represent or provide services to the client, and (iv) that he is able to participate in the transaction fairly, objectively, and in the public interest. The officer or employee shall either make his declaration orally to be recorded in written minutes for his agency or file a signed written declaration with the clerk or administrative head of his governmental or advisory agency, as appropriate, who shall, in either case, retain and make available for public inspection such declaration for a period of five years from the date of recording or receipt. If reasonable time is not available to comply with the provisions of this subsection prior to participation in the transaction, the officer or employee shall prepare and file the required declaration by the end of the next business day.

**§ 2.2-3116. (Effective from January 1, 2016, until July 1, 2016) Disclosure by certain constitutional officers.**

For the purposes of this chapter, holders of the constitutional offices of treasurer, sheriff, attorney for the Commonwealth, clerk of the circuit court, and commissioner of the revenue of each county and city shall be required to file with the Council, as a condition to assuming office, the Statement of Economic Interests ~~set forth in prescribed by the Council pursuant to § 2.2-3117.~~ These officers shall file statements ~~semiannually by December annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April.~~ Candidates shall file statements as required by § 24.2-502. These officers shall be subject to the prohibition on certain gifts set forth in subsection B of § 2.2-3103.1.

**§ 2.2-3116. (Effective July 1, 2016) Disclosure by certain constitutional officers.**

For the purposes of this chapter, holders of the constitutional offices of treasurer, sheriff, attorney for the Commonwealth, clerk of the circuit court, and commissioner of the revenue of each county and city shall be required to file with the Council, as a condition to assuming office, the Statement of Economic Interests ~~set forth in prescribed by the Council pursuant to § 2.2-3117.~~ These officers shall file statements ~~semiannually by December annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period~~

complete through the last day of April. Candidates shall file statements as required by § 24.2-502. Statements shall be filed electronically with the Council in accordance with the standards approved by it pursuant to § 30-356. These officers shall be subject to the prohibition on certain gifts set forth in subsection B of § 2.2-3103.1.

**§ 2.2-3117. Disclosure form.**

(Effective from January 1, 2016, until July 1, 2016) The disclosure form to be used for filings required by subsections A and D of § 2.2-3114 and subsections A and E of § 2.2-3115 shall be substantially similar to the following *prescribed by the Council*. Any person who knowingly and intentionally makes a false statement of a material fact on the Statement of Economic Interests is guilty of a Class 5 felony.

(Effective July 1, 2016) The disclosure form to be used for filings required by subsections A and D of § 2.2-3114 and subsections A and E of § 2.2-3115 shall be substantially similar to the following *prescribed by the Council*. Except as otherwise provided in § 2.2-3115, all completed forms shall be filed electronically with the Council in accordance with the standards approved by it pursuant to § 30-356. Any person who knowingly and intentionally makes a false statement of a material fact on the Statement of Economic Interests is guilty of a Class 5 felony.

**STATEMENT OF ECONOMIC INTERESTS.**

Name \_\_\_\_\_

Office or position held or sought \_\_\_\_\_

Address \_\_\_\_\_

Names of members of immediate family \_\_\_\_\_

**DEFINITIONS AND EXPLANATORY MATERIAL.**

"Business" means a corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust or foundation, or any other individual or entity carrying on a business or profession, whether or not for profit.

"Close financial association" means an association in which the person filing shares significant financial involvement with an individual and the filer would reasonably be expected to be aware of the individual's business activities and would have access to the necessary records either directly or through the individual. "Close financial association" does not mean an association based on (i) the receipt of retirement benefits or deferred compensation from a business by which the person filing this statement is no longer employed; or (ii) the receipt of compensation for work performed by the person filing as an independent contractor of a business that represents an entity before any state governmental agency when the person filing has had no communications with the state governmental agency.

"Contingent liability" means a liability that is not presently fixed or determined, but may become fixed or determined in the future with the occurrence of some certain event.

"Gift" means any gratuity, favor, discount, entertainment, hospitality, loan, forbearance, or other item having monetary value. It includes services as well as gifts of transportation, lodgings and meals, whether provided in-kind, by purchase of a ticket, payment in advance or reimbursement after the expense has been incurred. "Gift" does not include (i) any offer of a ticket, coupon, or other admission or pass unless the ticket, coupon, admission, or pass is used; (ii) honorary degrees; (iii) any athletic, merit, or need-based scholarship or any other financial aid awarded by a public or private school, institution of higher education, or other educational program pursuant to such school, institution, or program's financial aid standards and procedures applicable to the general public; (iv) a campaign contribution properly received and reported pursuant to Chapter 9.3 (§ 24.2-945 et seq.) of Title 24.2; (v) any gift related to the private profession or occupation of an officer or employee or of a member of his immediate family; (vi) food or beverages consumed while attending an event at which the filer is performing official duties related to his public service; (vii) food and beverages received at or registration or attendance fees waived for any event at which the filer is a featured speaker, presenter, or lecturer; (viii) unsolicited awards of appreciation or recognition in the form of a plaque, trophy, wall memento, or similar item that is given in recognition of public, civic, charitable, or professional service; (ix) a devise or inheritance; (x) travel disclosed pursuant to the Campaign Finance Disclosure Act (§ 24.2-945 et seq.); (xi) travel paid for or provided by the government of the United States, any of its territories, or any state or any political subdivision of such state; (xii) travel provided to facilitate attendance by a legislator at a regular or special session of the General Assembly, a meeting of a legislative committee or commission, or a national conference where attendance is approved by the House or Senate Committee on Rules; (xiii) travel related to an official meeting of the Commonwealth, its political subdivisions, or any board, commission, authority, or other entity, or any charitable organization established pursuant to § 501(c)(3) of the Internal Revenue Code affiliated with such entity, to which such person has been appointed or elected or is a member by virtue of his office or employment; or (xiv) gifts from relatives or personal friends. "Relative" means the donee's spouse, child, uncle, aunt, niece, nephew, or first cousin; a person to whom the donee is engaged to be married; the



donee's or his spouse's parent, grandparent, grandchild, brother, sister, step-parent, step-grandparent, step-grandchild, step-brother, or step-sister; or the donee's brother's or sister's spouse. "Personal friend" does not include any person that the filer knows or has reason to know is (a) a lobbyist registered pursuant to Article 3 (§ 2-2-418 et seq.) of Chapter 4 of Title 2-2; (b) a lobbyist's principal as defined in § 2-2-419; (c) for an officer or employee of a local governmental or advisory agency, a person, organization, or business who is a party to or is seeking to become a party to a contract with the local agency of which he is an officer or an employee; or (d) for an officer or employee of a state governmental or advisory agency, a person, organization, or business who is a party to or is seeking to become a party to a contract with the Commonwealth. "Person, organization, or business" includes individuals who are officers, directors, or owners of or who have a controlling ownership interest in such organization or business.

"Immediate family" means (i) a spouse and (ii) any other person who resides in the same household as the officer or employee and who is a dependent of the officer or employee.

TRUST. If you or your immediate family, separately or together, are the only beneficiaries of a trust, treat the trust's assets as if you own them directly. If you or your immediate family has a proportional interest in a trust, treat that proportion of the trust's assets as if you own them directly. For example, if you and your immediate family have a one-third interest in a trust, complete your Statement as if you own one-third of each of the trust's assets. If you or a member of your immediate family created a trust and can revoke it without the beneficiaries' consent, treat its assets as if you own them directly.

REPORT TO THE BEST OF INFORMATION AND BELIEF. Information required on this Statement must be provided on the basis of the best knowledge, information, and belief of the individual filing the Statement as of the date of this report unless otherwise stated.

COMPLETE ITEMS 1 THROUGH 10. REFER TO SCHEDULES ONLY IF DIRECTED.

You may attach additional explanatory information.

1. Offices and Directorships.

Are you or a member of your immediate family a paid officer or paid director of a business?

EITHER check NO / / OR check YES / / and complete Schedule A.

2. Personal Liabilities.

Do you or a member of your immediate family owe more than \$5,000 to any one creditor including contingent liabilities? (Exclude debts to any government and loans secured by recorded liens on property at least equal in value to the loan.)

EITHER check NO / / OR check YES / / and complete Schedule B.

3. Securities.

Do you or a member of your immediate family, directly or indirectly, separately or together, own securities valued in excess of \$5,000 invested in one business? Account for mutual funds, limited partnerships and trusts.

EITHER check NO / / OR check YES / / and complete Schedule C.

4. Payments for Talks, Meetings, and Publications.

During the past six months did you receive in your capacity as an officer or employee of your agency lodging, transportation, money, or anything else of value with a combined value exceeding \$100 (i) for a single talk, meeting, or published work or (ii) for a meeting, conference, or event where your attendance at the meeting, conference, or event was designed to (a) educate you on issues relevant to your duties as an officer or employee of your agency or (b) enhance your knowledge and skills relative to your duties as an officer or employee of your agency?

EITHER check NO / / OR check YES / / and complete Schedule D.

5. Gifts.

During the past six months did a business, government, or individual other than a relative or personal friend (i) furnish you or a member of your immediate family with any gift or entertainment at a single event and the value received exceeded \$50 or (ii) furnish you or a member of your immediate family with gifts or entertainment in any combination and the total value received exceeded \$50, and for which you or the member of your immediate family neither paid nor rendered services in exchange? Account for entertainment events only if the average value per person attending the event exceeded \$50. Account for all business entertainment (except if related to the private profession or occupation of you or the member of your immediate family who received such business entertainment) even if unrelated to your official duties.

EITHER check NO / / OR check YES / / and complete Schedule E.

6. Salary and Wages.

List each employer that pays you or a member of your immediate family salary or wages in excess of \$5,000 annually. (Exclude state or local government or advisory agencies.)

If no reportable salary or wages, check here / /.

1017 \_\_\_\_\_  
 1018 \_\_\_\_\_  
 1019 7. Business Interests:  
 1020 Do you or a member of your immediate family, separately or together, operate your own business, or  
 1021 own or control an interest in excess of \$5,000 in a business?  
 1022 EITHER check NO / / OR check YES / / and complete Schedule F.  
 1023 8. Payments for Representation and Other Services:  
 1024 8A. Did you represent, excluding activity defined as lobbying in § 2.2-419, any businesses before  
 1025 any state governmental agencies, excluding courts or judges, for which you received total compensation  
 1026 during the past six months in excess of \$1,000; excluding compensation for other services to such  
 1027 businesses and representation consisting solely of the filing of mandatory papers and subsequent  
 1028 representation regarding the mandatory papers? (Officers and employees of local governmental and  
 1029 advisory agencies do NOT need to answer this question or complete Schedule G-1.)  
 1030 EITHER check NO / / OR check YES / / and complete Schedule G-1.  
 1031 8B. Subject to the same exceptions as in 8A, did persons with whom you have a close financial  
 1032 association (partners, associates or others) represent, excluding activity defined as lobbying in § 2.2-419,  
 1033 any businesses before any state governmental agency for which total compensation was received during  
 1034 the past six months in excess of \$1,000? (Officers and employees of local governmental and advisory  
 1035 agencies do NOT need to answer this question or complete Schedule G-2.)  
 1036 EITHER check NO / / OR check YES / / and complete Schedule G-2.  
 1037 8C. Did you or persons with whom you have a close financial association furnish services to  
 1038 businesses operating in Virginia pursuant to an agreement between you and such businesses; or between  
 1039 persons with whom you have a close financial association and such businesses for which total  
 1040 compensation in excess of \$1,000 was received during the past six months? Services reported under this  
 1041 provision shall not include services involving the representation of businesses that are reported under  
 1042 item 8A or 8B.  
 1043 EITHER check NO / / OR check YES / / and complete Schedule G-3.  
 1044 9. Real Estate:  
 1045 9A. State Officers and Employees:  
 1046 Do you or a member of your immediate family hold an interest, including a partnership interest,  
 1047 valued at more than \$5,000 in real property (other than your principal residence) for which you have not  
 1048 already listed the full address on Schedule F? Account for real estate held in trust.  
 1049 EITHER check NO / / OR check YES / / and complete Schedule H-1.  
 1050 9B. Local Officers and Employees:  
 1051 Do you or a member of your immediate family hold an interest, including a partnership interest, or  
 1052 option, easement, or land contract, valued at more than \$5,000 in real property (other than your principal  
 1053 residence) for which you have not already listed the full address on Schedule F? Account for real estate  
 1054 held in trust.  
 1055 EITHER check NO / / OR check YES / / and complete Schedule H-2.  
 1056 10. Real Estate Contracts with Governmental Agencies:  
 1057 Do you or a member of your immediate family hold an interest valued at more than \$5,000 in real  
 1058 estate, including a corporate, partnership, or trust interest, option, easement, or land contract, which real  
 1059 estate is the subject of a contract, whether pending or completed within the past six months, with a  
 1060 governmental agency? If the real estate contract provides for the leasing of the property to a  
 1061 governmental agency, do you or a member of your immediate family hold an interest in the real estate  
 1062 valued at more than \$1,000? Account for all such contracts whether or not your interest is reported in  
 1063 Schedule F, H-1, or H-2. This requirement to disclose an interest in a lease does not apply to an interest  
 1064 derived through an ownership interest in a business unless the ownership interest exceeds three percent  
 1065 of the total equity of the business.  
 1066 EITHER check NO / / OR check YES / / and complete Schedule I.  
 1067 Statements of Economic Interests are open for public inspection:  
 1068 AFFIRMATION BY ALL FILERS:  
 1069 I swear or affirm that the foregoing information is full, true and correct to the best of my knowledge.  
 1070 Signature \_\_\_\_\_  
 1071 (Return only if needed to complete Statement.)  
 1072 SCHEDULES to STATEMENT OF ECONOMIC INTERESTS.  
 1073 NAME \_\_\_\_\_  
 1074 SCHEDULE A — OFFICES AND DIRECTORSHIPS.  
 1075 Identify each business of which you or a member of your immediate family is a paid officer or paid  
 1076 director:  
 1077 \_\_\_\_\_

1078

1079 Name of Business Address of Business Position Held and by Whom

1080

1081

1082

1083

1084

1085 RETURN TO ITEM 2

## 1086 SCHEDULE B — PERSONAL LIABILITIES.

1087 Report personal liability by checking each category. Report only debts in excess of \$5,000. Do not  
1088 report debts to any government. Do not report loans secured by recorded liens on property at least equal  
1089 in value to the loan.

1090 Report contingent liabilities below and indicate which debts are contingent.

1091 1. My personal debts are as follows:

1092

1093

1094 Check Check one

1095 appropriate \$5,001 to More than

1096 categories \$50,000 \$50,000

1097 Banks

1098 Savings institutions

1099 Other loan or finance companies

1100 Insurance companies

1101 Stock, commodity or other brokerage companies

1102 Other businesses:

1103 (State principal business activity for each

1104 creditor and its name.)

1105

1106

1107 Individual creditors:

1108 (State principal business or occupation of

1109 each creditor and its name.)

1110

1111

1112

1113 2. The personal debts of the members of my immediate family are as follows:

1114

1115

1116 Check Check one

1117 appropriate \$5,001 to More than

1118 categories \$50,000 \$50,000

1119 Banks

1120 Savings institutions

1121 Other loan or finance companies

1122 Insurance companies

1123 Stock, commodity or other brokerage companies

1124 Other businesses:

1125 (State principal business activity for each

1126 creditor and its name.)

1127

1128

1129 Individual creditors:

1130 (State principal business or occupation of

1131 each creditor and its name.)

1132

1133

1134

RETURN TO ITEM 3

## SCHEDULE C — SECURITIES.

"Securities" INCLUDES stocks, bonds, mutual funds, limited partnerships, and commodity futures contracts.

"Securities" EXCLUDES certificates of deposit, money market funds, annuity contracts, and insurance policies.

Identify each business or Virginia governmental entity in which you or a member of your immediate family, directly or indirectly, separately or together, own securities valued in excess of \$5,000. Name each issuer and type of security individually.

Do not list U.S. Bonds or other government securities not issued by the Commonwealth of Virginia or its authorities, agencies, or local governments. Do not list organizations that do not do business in this Commonwealth, but most major businesses conduct business in Virginia. Account for securities held in trust.

If no reportable securities, check here ☐ ☐.

Check one

Type of Security	\$5,001	\$50,001	More
(stocks, bonds, mutual funds, etc.)	to	to	than
Name of Issuer	\$50,000	\$250,000	\$250,000

RETURN TO ITEM 4

## SCHEDULE D — PAYMENTS FOR TALKS, MEETINGS, AND PUBLICATIONS.

List each source from which you received during the past six months in your capacity as an officer or employee of your agency lodging, transportation, money, or any other thing of value with combined value exceeding \$100 (i) for your presentation of a single talk, participation in one meeting, or publication of a work or (ii) for your attendance at a meeting, conference, or event where your attendance at the meeting, conference, or event was designed to (a) educate you on issues relevant to your duties as an officer or employee of your agency or (b) enhance your knowledge and skills relative to your duties as an officer or employee of your agency. Any lodging, transportation, money, or other thing of value received by an officer or employee that does not satisfy the provisions of clause (i); (ii) (a); or (ii) (b) shall be listed as a gift on Schedule E.

List payments or reimbursements by an advisory or governmental agency only for meetings or travel outside the Commonwealth.

List a payment even if you donated it to charity.

Do not list information about a payment if you returned it within 60 days or if you received it from an employer already listed under Item 6 or from a source of income listed on Schedule F.

If no payment must be listed, check here ☐ ☐.

Type of payment
(e.g., honoraria, travel reimburse-
ment, etc.)
Payer
Approximate Value
Circumstances

RETURN TO ITEM 5

## SCHEDULE E — GIFTS.

List each business, governmental entity, or individual that, during the past six months, (i) furnished you or a member of your immediate family with any gift or entertainment at a single event, and the value received exceeded \$50 or (ii) furnished you or a member of your immediate family with gifts or entertainment in any combination and the total value received exceeded \$50, and for which you or the

member of your immediate family neither paid nor rendered services in exchange. List each such gift or event. Do not list entertainment events unless the average value per person attending the event exceeded \$50. Do not list business entertainment related to the private profession or occupation of you or the member of your immediate family who received such business entertainment. Do not list gifts or other things of value given by a relative or personal friend for reasons clearly unrelated to your public position. Do not list campaign contributions publicly reported as required by Chapter 9.3 (§ 24.2-945 et seq.) of Title 24.2 of the Code of Virginia.

Name of Recipient	Name of Business, Organization, or Individual	City or County and State	Exact Gift or Event	Approximate Value

RETURN TO ITEM 6

**SCHEDULE F — BUSINESS INTERESTS.**

Complete this Schedule for each self-owned or family-owned business (including rental property, a farm, or consulting work); partnership, or corporation in which you or a member of your immediate family, separately or together, own an interest having a value in excess of \$5,000.

If the enterprise is owned or operated under a trade, partnership, or corporate name, list that name; otherwise, merely explain the nature of the enterprise. If rental property is owned or operated under a trade, partnership, or corporate name, list the name only; otherwise, give the address of each property. Account for business interests held in trust.

Name of Business, Corporation, Partnership, Farm; Address of Rental Property	City or County and State	Nature of Enterprise (farming, law, rental property, etc.)	\$50,001 or less	\$50,000 to \$250,000	More than \$250,000

RETURN TO ITEM 8

**SCHEDULE G-1 — PAYMENTS FOR REPRESENTATION BY YOU.**

List the businesses you represented, excluding activity defined as lobbying in § 2.2-419, before any state governmental agency, excluding any court or judge, for which you received total compensation during the past six months in excess of \$1,000, excluding compensation for other services to such businesses and representation consisting solely of the filing of mandatory papers and subsequent representation regarding the mandatory papers filed by you.

Identify each business, the nature of the representation and the amount received by dollar category from each such business. You may state the type, rather than name, of the business if you are required by law not to reveal the name of the business represented by you.

Only STATE officers and employees should complete this Schedule.

Name of Business	Type of Business	Name of Representative	Amount Received

1252 \_\_\_\_\_

1253 \_\_\_\_\_

1254 \_\_\_\_\_

1255 \_\_\_\_\_

1256 If you have received \$250,001 or more from a single business within the reporting period, indicate  
 1257 the amount received, rounded to the nearest \$10,000.

1258 Amount Received: \_\_\_\_\_

1259 **SCHEDULE G-2 — PAYMENTS FOR REPRESENTATION BY ASSOCIATES.** List the businesses  
 1260 that have been represented, excluding activity defined as lobbying in § 2.2-419, before any state  
 1261 governmental agency, excluding any court or judge, by persons who are your partners, associates or  
 1262 others with whom you have a close financial association and who received total compensation in excess  
 1263 of \$1,000 for such representation during the past six months, excluding representation consisting solely  
 1264 of the filing of mandatory papers and subsequent representation regarding the mandatory papers filed by  
 1265 your partners, associates or others with whom you have a close financial association.

1266 Identify such businesses by type and also name the state governmental agencies before which such  
 1267 person appeared on behalf of such businesses.

1268 Only STATE officers and employees should complete this Schedule.

1269 \_\_\_\_\_

1270 \_\_\_\_\_

1271 Type of business \_\_\_\_\_ Name of state governmental agency \_\_\_\_\_

1272 \_\_\_\_\_

1273 \_\_\_\_\_

1274 \_\_\_\_\_

1275 \_\_\_\_\_

1276 \_\_\_\_\_

1277 **SCHEDULE G-3 — PAYMENTS FOR OTHER SERVICES GENERALLY.**

1278 Indicate below types of businesses that operate in Virginia to which services were furnished by you  
 1279 or persons with whom you have a close financial association pursuant to an agreement between you and  
 1280 such businesses, or between persons with whom you have a close financial association and such  
 1281 businesses and for which total compensation in excess of \$1,000 was received during the past six  
 1282 months. Services reported in this Schedule shall not include services involving the representation of  
 1283 businesses that are reported in Schedule G-1 or G-2.

1284 Identify opposite each category of businesses listed below (i) the type of business; (ii) the type of  
 1285 service rendered and (iii) the value by dollar category of the compensation received for all businesses  
 1286 falling within each category.

1287 \_\_\_\_\_

1288 \_\_\_\_\_

1289 \_\_\_\_\_ Check \_\_\_\_\_ Value of Compensation \_\_\_\_\_

1290 \_\_\_\_\_ if \_\_\_\_\_ Type \_\_\_\_\_

1291 \_\_\_\_\_ ser- of \_\_\_\_\_

1292 \_\_\_\_\_ vices ser- \_\_\_\_\_

1293 \_\_\_\_\_ were vice \$1,001 \$10,001 \$50,001 \$100,001 \$250,001

1294 \_\_\_\_\_ ren- ren- to to to to and

1295 \_\_\_\_\_ dered dered \$10,000 \$50,000 \$100,000 \$250,000 over

1296 Electric utilities \_\_\_\_\_

1297 Gas utilities \_\_\_\_\_

1298 Telephone utilities \_\_\_\_\_

1299 Water utilities \_\_\_\_\_

1300 Cable television \_\_\_\_\_

1301 — companies \_\_\_\_\_

1302 Interstate \_\_\_\_\_

1303 — transportation \_\_\_\_\_

1304 — companies \_\_\_\_\_

1305 Intrastate \_\_\_\_\_

1306 — transportation \_\_\_\_\_

1307 — companies \_\_\_\_\_

1308 Oil or gas retail \_\_\_\_\_

1309 — companies \_\_\_\_\_

1310 Banks \_\_\_\_\_  
 1311 Savings institutions \_\_\_\_\_  
 1312 Loan or finance \_\_\_\_\_  
 1313 — companies \_\_\_\_\_  
 1314 Manufacturing \_\_\_\_\_  
 1315 — companies (state \_\_\_\_\_  
 1316 — type of product, \_\_\_\_\_  
 1317 — e.g., textile, \_\_\_\_\_  
 1318 — furniture, etc.) \_\_\_\_\_  
 1319 Mining companies \_\_\_\_\_  
 1320 Life insurance \_\_\_\_\_  
 1321 — companies \_\_\_\_\_  
 1322 Casualty insurance \_\_\_\_\_  
 1323 — companies \_\_\_\_\_  
 1324 Other insurance \_\_\_\_\_  
 1325 — companies \_\_\_\_\_  
 1326 Retail companies \_\_\_\_\_  
 1327 Beer, wine or liquor \_\_\_\_\_  
 1328 — companies or \_\_\_\_\_  
 1329 — distributors \_\_\_\_\_  
 1330 Trade associations \_\_\_\_\_  
 1331 Professional \_\_\_\_\_  
 1332 — associations \_\_\_\_\_  
 1333 Associations of \_\_\_\_\_  
 1334 — public employees \_\_\_\_\_  
 1335 — or officials \_\_\_\_\_  
 1336 Counties, cities \_\_\_\_\_  
 1337 — or towns \_\_\_\_\_  
 1338 Labor organizations \_\_\_\_\_  
 1339 Other \_\_\_\_\_  
 1340 \_\_\_\_\_  
 1341 \_\_\_\_\_

RETURN TO ITEM 9

**SCHEDULE H-1 — REAL ESTATE — STATE OFFICERS AND EMPLOYEES.**

List real estate other than your principal residence in which you or a member of your immediate family holds an interest, including a partnership interest, option, easement, or land contract, valued at more than \$5,000. Each parcel shall be listed individually.

1346 \_\_\_\_\_  
 1347 \_\_\_\_\_  
 1348 \_\_\_\_\_ Describe the type of real  
 1349 List each location estate you own in each If the real estate is  
 1350 (state, and county location (business, recre owned or recorded in  
 1351 or city) where you ational, apartment, com a name other than your  
 1352 own real estate. mercial, open land, etc.). own, list that name.  
 1353 \_\_\_\_\_  
 1354 \_\_\_\_\_  
 1355 \_\_\_\_\_  
 1356 \_\_\_\_\_  
 1357 \_\_\_\_\_  
 1358 \_\_\_\_\_

**SCHEDULE H-2 — REAL ESTATE — LOCAL OFFICERS AND EMPLOYEES.**

List real estate other than your principal residence in which you or a member of your immediate family holds an interest, including a partnership interest or option, easement, or land contract, valued at more than \$5,000. Each parcel shall be listed individually. Also list the names of any co-owners of such property, if applicable.

1364 \_\_\_\_\_  
 1365 \_\_\_\_\_  
 1366 \_\_\_\_\_ Describe the type

1367 \_\_\_\_\_ of real estate  
 1368 \_\_\_\_\_ you own in  
 1369 \_\_\_\_\_ each location \_\_\_\_\_ If the real estate  
 1370 List each location (business, \_\_\_\_\_ is owned or rec-  
 1371 (state, and county recreational, \_\_\_\_\_ orded in a name  
 1372 or city) where \_\_\_\_\_ apartment, com \_\_\_\_\_ other than your \_\_\_\_\_ List the names  
 1373 you own real \_\_\_\_\_ mercial, open \_\_\_\_\_ own, list that \_\_\_\_\_ of any co-owners,  
 1374 estate. \_\_\_\_\_ land, etc.). \_\_\_\_\_ name. \_\_\_\_\_ if applicable.  
 1375 \_\_\_\_\_  
 1376 \_\_\_\_\_  
 1377 \_\_\_\_\_  
 1378 \_\_\_\_\_  
 1379 \_\_\_\_\_  
 1380 \_\_\_\_\_

#### 1381 SCHEDULE I — REAL ESTATE CONTRACTS WITH GOVERNMENTAL AGENCIES.

1382 List all contracts, whether pending or completed within the past six months, with a governmental  
 1383 agency for the sale or exchange of real estate in which you or a member of your immediate family  
 1384 holds an interest, including a corporate, partnership or trust interest, option, easement, or land contract,  
 1385 valued at more than \$10,000. List all contracts with a governmental agency for the lease of real estate in  
 1386 which you or a member of your immediate family holds such an interest valued at more than \$1,000.  
 1387 This requirement to disclose an interest in a lease does not apply to an interest derived through an  
 1388 ownership interest in a business unless the ownership interest exceeds three percent of the total equity of  
 1389 the business.

1390 State officers and employees report contracts with state agencies.

1391 Local officers and employees report contracts with local agencies.

1392 \_\_\_\_\_  
 1393 \_\_\_\_\_  
 1394 List your real estate  
 1395 interest and the  
 1396 person or entity,  
 1397 including the type  
 1398 of entity, which  
 1399 is party to  
 1400 the contract. \_\_\_\_\_ State the annual  
 1401 Describe any \_\_\_\_\_ income from the  
 1402 management role and \_\_\_\_\_ List each governmental \_\_\_\_\_ contract, and the  
 1403 the percentage \_\_\_\_\_ agency which is a \_\_\_\_\_ amount, if any, of  
 1404 ownership \_\_\_\_\_ party to the contract \_\_\_\_\_ income you or any  
 1405 interest you or your \_\_\_\_\_ and indicate the \_\_\_\_\_ immediate family  
 1406 immediate family \_\_\_\_\_ county or city where \_\_\_\_\_ member derives  
 1407 member has in the real \_\_\_\_\_ the real estate \_\_\_\_\_ annually from the  
 1408 estate or entity. \_\_\_\_\_ is located. \_\_\_\_\_ contract.  
 1409 \_\_\_\_\_  
 1410 \_\_\_\_\_  
 1411 \_\_\_\_\_  
 1412 \_\_\_\_\_  
 1413 \_\_\_\_\_  
 1414 \_\_\_\_\_

#### 1415 § 2.2-3118. Disclosure form; certain citizen members.

1416 A. (Effective from January 1, 2016, until July 1, 2016) The financial disclosure form to be used for  
 1417 filings required pursuant to subsection B of § 2.2-3114 and subsection B of § 2.2-3115 shall be filed in  
 1418 accordance with the provisions of § 30-356. The financial disclosure form shall be substantially as  
 1419 follows: *prescribed by the Council.*

1420 A. (Effective July 1, 2016) The financial disclosure form to be used for filings required pursuant to  
 1421 subsection B of § 2.2-3114 and subsection B of § 2.2-3115 shall be filed in accordance with the  
 1422 provisions of § 30-356. The financial disclosure form shall be substantially similar to the following  
 1423 *prescribed by the Council.* Except as otherwise provided in § 2.2-3115, all completed forms shall be  
 1424 filed electronically with the Council in accordance with the standards approved by it pursuant to



§ 30-356.

#### DEFINITIONS AND EXPLANATORY MATERIAL:

"Business" means a corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust or foundation, or any other individual or entity carrying on a business or profession, whether or not for profit.

"Close financial association" means an association in which the person filing shares significant financial involvement with an individual and the filer would reasonably be expected to be aware of the individual's business activities and would have access to the necessary records either directly or through the individual.

"Close financial association" does not mean an association based on (i) the receipt of retirement benefits or deferred compensation from a business by which the person filing this statement is no longer employed, or (ii) the receipt of compensation for work performed by the person filing as an independent contractor of a business that represents an entity before any state governmental agency when the person filing has no communications with the state governmental agency.

"Contingent liability" means a liability that is not presently fixed or determined, but may become fixed or determined in the future with the occurrence of some certain event.

"Immediate family" means (i) a spouse and (ii) any other person who resides in the same household as the filer and who is a dependent of the filer.

"Personal interest" means, for the purposes of this form only, a personal and financial benefit or liability accruing to a filer or a member of his immediate family. Such interest shall exist by reason of (i) ownership in real or personal property, tangible or intangible; (ii) ownership in a business; (iii) income from a business; or (iv) personal liability on behalf of a business; however, unless the ownership interest in a business exceeds three percent of the total equity of the business, or the liability on behalf of a business exceeds three percent of the total assets of the business, or the annual income, and/or property or use of such property, from the business exceeds \$10,000 or may reasonably be anticipated to exceed \$10,000, such interest shall not constitute a "personal interest."

Name \_\_\_\_\_

Office or position held or to be held \_\_\_\_\_

Address \_\_\_\_\_

#### I. FINANCIAL INTERESTS

My personal interests and those of my immediate family are as follows:

Include all forms of personal interests held at the time of filing: real estate, stocks, bonds, equity interests in proprietorships and partnerships. You may exclude:

1. Deposits and interest bearing accounts in banks, savings institutions and other institutions accepting such deposits or accounts;

2. Interests in any business, other than a news medium, representing less than three percent of the total equity value of the business;

3. Liability on behalf of any business representing less than three percent of the total assets of such business; and

4. Income (other than from salary) less than \$10,000 annually from any business. You need not state the value of any interest. You must state the name or principal business activity of each business in which you have a personal interest.

A. My personal interests are:

1. Residence, address, or, if no address, location \_\_\_\_\_

2. Other real estate, address, or, if no address, location \_\_\_\_\_

3. Name or principal business activity of each business in which stock, bond or equity interest is held \_\_\_\_\_

B. The personal interests of my immediate family are:

1. Real estate, address or, if no address, location \_\_\_\_\_

2. Name or principal business activity of each business in which stock, bond or equity interest is held \_\_\_\_\_

#### II. OFFICES, DIRECTORSHIPS AND SALARIED EMPLOYMENTS

The paid offices, paid directorships and salaried employments which I hold or which members of my immediate family hold and the businesses from which I or members of my immediate family receive retirement benefits are as follows:

1486 (You need not state any dollar amounts.)

1487 A. My paid offices, paid directorships and salaried employments are:

1488 \_\_\_\_\_

1489 \_\_\_\_\_

1490 \_\_\_\_\_ Position held \_\_\_\_\_ Name of business

1491 \_\_\_\_\_

1492 \_\_\_\_\_

1493 \_\_\_\_\_

1494 \_\_\_\_\_

1495 B. The paid offices, paid directorships and salaried employments of members of my immediate

1496 family are:

1497 \_\_\_\_\_

1498 \_\_\_\_\_

1499 \_\_\_\_\_ Position held \_\_\_\_\_ Name of business

1500 \_\_\_\_\_

1501 \_\_\_\_\_

1502 \_\_\_\_\_

1503 \_\_\_\_\_

1504 **III. BUSINESSES TO WHICH SERVICES WERE FURNISHED**

1505 A. The businesses I have represented, excluding activity defined as lobbying in § 2.2-419, before any

1506 state governmental agency, excluding any court or judge, for which I have received total compensation

1507 in excess of \$1,000 during the preceding year, excluding compensation for other services to such

1508 businesses and representation consisting solely of the filing of mandatory papers, are as follows:

1509 Identify businesses by name and name the state governmental agencies before which you appeared on

1510 behalf of such businesses.

1511 \_\_\_\_\_

1512 \_\_\_\_\_

1513 \_\_\_\_\_ Name of business \_\_\_\_\_ Name of governmental agency

1514 \_\_\_\_\_

1515 \_\_\_\_\_

1516 \_\_\_\_\_

1517 \_\_\_\_\_

1518 B. The businesses that, to my knowledge, have been represented, excluding activity defined as

1519 lobbying in § 2.2-419, before any state governmental agency, excluding any court or judge, by persons

1520 with whom I have a close financial association and who received total compensation in excess of \$1,000

1521 during the preceding year, excluding compensation for other services to such businesses and

1522 representation consisting solely of the filing of mandatory papers, are as follows:

1523 Identify businesses by type and name the state governmental agencies before which such person

1524 appeared on behalf of such businesses.

1525 \_\_\_\_\_

1526 \_\_\_\_\_

1527 \_\_\_\_\_ Type of business \_\_\_\_\_ Name of state governmental agency

1528 \_\_\_\_\_

1529 \_\_\_\_\_

1530 \_\_\_\_\_

1531 \_\_\_\_\_

1532 C. All other businesses listed below that operate in Virginia to which services were furnished §an

1533 agreement between you and such businesses and for which total compensation in excess of \$1,000 was

1534 received during the preceding year:

1535 Check each category of business to which services were furnished.

1536 \_\_\_\_\_

1537 \_\_\_\_\_

1538 Electric utilities \_\_\_\_\_

1539 Gas utilities \_\_\_\_\_

1540 Telephone utilities \_\_\_\_\_

1541 Water utilities \_\_\_\_\_

1542 Cable television companies \_\_\_\_\_

1543 Intrastate transportation companies \_\_\_\_\_

1544 Interstate transportation companies \_\_\_\_\_  
 1545 Oil or gas retail companies \_\_\_\_\_  
 1546 Banks \_\_\_\_\_  
 1547 Savings institutions \_\_\_\_\_  
 1548 Loan or finance companies \_\_\_\_\_  
 1549 Manufacturing companies (state type  
 1550 — of product, e.g., textile, furniture,  
 1551 — etc.) \_\_\_\_\_  
 1552 Mining companies \_\_\_\_\_  
 1553 Life insurance companies \_\_\_\_\_  
 1554 Casualty insurance companies \_\_\_\_\_  
 1555 Other insurance companies \_\_\_\_\_  
 1556 Retail companies \_\_\_\_\_  
 1557 Beer, wine or liquor companies or  
 1558 — distributors \_\_\_\_\_  
 1559 Trade associations \_\_\_\_\_  
 1560 Professional associations \_\_\_\_\_  
 1561 Associations of public employees or  
 1562 — officials \_\_\_\_\_  
 1563 Counties, cities or towns \_\_\_\_\_  
 1564 Labor organizations \_\_\_\_\_  
 1565 \_\_\_\_\_

#### 1566 IV. COMPENSATION FOR EXPENSES

1567 The persons, associations, or other sources other than my governmental agency from which I or a  
 1568 member of my immediate family received remuneration in excess of \$100 during the preceding year, in  
 1569 cash or otherwise, as honorariums or payment of expenses in connection with my attendance at any  
 1570 meeting or other function to which I was invited in my official capacity are as follows:

1571 \_\_\_\_\_  
 1572 \_\_\_\_\_  
 1573 \_\_\_\_\_ Description \_\_\_\_\_ Amount of remuneration  
 1574 Name of Source \_\_\_\_\_ of occasion \_\_\_\_\_ for each occasion  
 1575 \_\_\_\_\_  
 1576 \_\_\_\_\_  
 1577 \_\_\_\_\_  
 1578 \_\_\_\_\_

1579 B. The provisions of Part III A and B of the disclosure form prescribed by this section shall not be  
 1580 applicable to officers and employees of local governmental and local advisory agencies.

1581 C. Except for real estate located within the county, city or town in which the officer or employee  
 1582 serves or a county, city or town contiguous to the county, city or town in which the officer or employee  
 1583 serves, officers and employees of local governmental or advisory agencies shall not be required to  
 1584 disclose under Part I of the form any other interests in real estate.

#### 1585 § 2.2-3118.1. Special provisions for individuals serving in or seeking multiple positions or 1586 offices; reappointees.

1587 A. The filing of a single current statement of economic interests by a state officer or employee *an*  
 1588 *individual* required to file the form prescribed in § 2.2-3117 shall suffice for the purposes of this chapter  
 1589 as filing for all state positions or offices held or sought by such individual during a single reporting  
 1590 period. The filing of a single current financial disclosure statement by a state officer or employee *an*  
 1591 *individual* required to file the form prescribed in § 2.2-3118 shall suffice for the purposes of this chapter  
 1592 as filing for all state positions or offices held or sought by such individual and requiring the filing of  
 1593 the § 2.2-3118 form during a single reporting period.

1594 B. Any individual who has met the requirement for periodically filing a statement provided in  
 1595 § 2.2-3117 or 2.2-3118 shall not be required to file an additional statement upon such individual's  
 1596 reappointment to the same office or position for which he is required to file, provided such  
 1597 reappointment occurs within six months after filing a statement pursuant to § 2.2-3117 and within 12  
 1598 months after filing a statement pursuant to § 2.2-3118.

#### 1599 § 24.2-502. Statement of economic interests as requirement of candidacy.

1600 It shall be a requirement of candidacy that a written statement of economic interests shall be filed by  
 1601 (i) a candidate for Governor, Lieutenant Governor, or Attorney General with the Secretary of the  
 1602 Commonwealth, (ii) a candidate for the Senate or House of Delegates with the clerk of the appropriate

house, (iii) and a candidate for a constitutional office with the general registrar for the county or city, Virginia Conflict of Interest and Ethics Advisory Council and (iv) (ii) a candidate for member of the governing body or elected school board of any county, city, or town with a population in excess of 3,500 persons with the general registrar for the county or city. The statement of economic interests shall be that specified in § 30-111 for candidates for the General Assembly and in § 2.2-3117 for all other candidates. The foregoing requirement shall not apply to a candidate for reelection to the same office who has met the requirement of annually filing a statement pursuant to § 2.2-3114, 2.2-3115, or 30-110.

The Secretary of the Commonwealth and the clerks of the Senate and House of Delegates Virginia Conflict of Interest and Ethics Advisory Council shall transmit to the State Board, immediately after the filing deadline, a list of the candidates who have filed initial or annual statements of economic interests. The general registrar, the clerk of the local governing body, or the clerk of the school board, as appropriate, shall transmit to the local electoral board, immediately after the filing deadline, a list of the candidates who have filed initial or annual statements of economic interests.

#### § 30-101. Definitions.

As used in this chapter, unless the context requires a different meaning:

"Advisory agency" means any board, commission, committee or post which does not exercise any sovereign power or duty, but is appointed by a governmental agency or officer or is created by law for the purpose of making studies or recommendations, or advising or consulting with a governmental agency.

"Business" means a corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust or foundation, or any other individual or entity carrying on a business or profession, whether or not for profit.

"Candidate" means a person who seeks or campaigns for election to the General Assembly in a general, primary, or special election and who is qualified to have his name placed on the ballot for the office. The candidate shall become subject to the provisions of this section upon the filing of a statement of qualification pursuant to § 24.2-501. The State Board of Elections shall notify each such candidate of the provisions of this chapter.

"Contract" means any agreement to which a governmental agency is a party, or any agreement on behalf of a governmental agency that involves the payment of money appropriated by the General Assembly or a political subdivision, whether or not such agreement is executed in the name of the Commonwealth, or some political subdivision thereof. "Contract" includes a subcontract only when the contract of which it is a part is with the legislator's own governmental agency.

"Council" means the Virginia Conflict of Interest and Ethics Advisory Council established in § 30-355.

"Financial institution" means any bank, trust company, savings institution, industrial loan association, consumer finance company, credit union, broker-dealer as defined in subsection A of § 13.1-501, or investment company or advisor registered under the federal Investment Advisors Act or Investment Company Act of 1940.

"Gift" means any gratuity, favor, discount, entertainment, hospitality, loan, forbearance, or other item having monetary value. It includes services as well as gifts of transportation, lodgings and meals, whether provided in-kind, by purchase of a ticket, payment in advance, or reimbursement after the expense has been incurred. "Gift" does not include (i) any offer of a ticket, coupon, or other admission or pass unless the ticket, coupon, admission, or pass is used; (ii) honorary degrees; (iii) any athletic, merit, or need-based scholarship or any other financial aid awarded by a public or private school, institution of higher education, or other educational program pursuant to such school, institution, or program's financial aid standards and procedures applicable to the general public; (iv) a campaign contribution properly received and reported pursuant to Chapter 9.3 (§ 24.2-945 et seq.) of Title 24.2; (v) any gift related to the private profession or occupation of a legislator or of a member of his immediate family; (vi) food or beverages consumed while attending an event at which the filer is performing official duties related to his public service; (vii) food and beverages received at or registration or attendance fees waived for any event at which the filer is a featured speaker, presenter, or lecturer; (viii) unsolicited awards of appreciation or recognition in the form of a plaque, trophy, wall memento, or similar item that is given in recognition of public, civic, charitable, or professional service; (ix) a devise or inheritance; (x) travel disclosed pursuant to the Campaign Finance Disclosure Act (§ 24.2-945 et seq.); (xi) travel paid for or provided by the government of the United States, any of its territories, or any state or any political subdivision of such state; (xii) travel provided to facilitate attendance by a legislator at a regular or special session of the General Assembly, a meeting of a legislative committee or commission, or a national conference where attendance is approved by the House Committee on Rules or its Chairman or the Senate Committee on Rules or its Chairman; (xiii) travel related to an official meeting of the Commonwealth, its political subdivisions, or any board, commission, authority, or other entity, or any charitable organization established pursuant to § 501(c)(3)

of the Internal Revenue Code affiliated with such entity, to which such person has been appointed or elected or is a member by virtue of his office or employment; ~~or~~ (xiv) *gifts with a value of less than \$20; or* (xv) gifts from relatives or personal friends. For the purpose of this definition, "relative" means the donee's spouse, child, uncle, aunt, niece, nephew, or first cousin; a person to whom the donee is engaged to be married; the donee's or his spouse's parent, grandparent, grandchild, brother, sister, step-parent, step-grandparent, step-grandchild, step-brother, or step-sister; or the donee's brother's or sister's spouse. For the purpose of this definition, "personal friend" does not include any person that the filer knows or has reason to know is (a) a lobbyist registered pursuant to Article 3 (§ 2.2-418 et seq.) of Chapter 4 of Title 2.2 or (b) a lobbyist's principal as defined in § 2.2-419.

"Governmental agency" means each component part of the legislative, executive or judicial branches of state and local government, including each office, department, authority, post, commission, committee, and each institution or board created by law to exercise some regulatory or sovereign power or duty as distinguished from purely advisory powers or duties.

"Immediate family" means (i) a spouse and (ii) any other person who resides in the same household as the legislator and who is a dependent of the legislator.

"Legislator" means a member of the General Assembly.

"Personal interest" means a financial benefit or liability accruing to a legislator or to a member of his immediate family. Such interest shall exist by reason of (i) ownership in a business if the ownership interest exceeds three percent of the total equity of the business; (ii) annual income that exceeds, or may reasonably be anticipated to exceed, \$5,000 from ownership in real or personal property or a business; (iii) salary, other compensation, fringe benefits, or benefits from the use of property, or any combination thereof, paid or provided by a business or governmental agency that exceeds, or may reasonably be anticipated to exceed, \$5,000 annually; (iv) ownership of real or personal property if the interest exceeds \$5,000 in value and excluding ownership in a business, income, or salary, other compensation, fringe benefits or benefits from the use of property; (v) personal liability incurred or assumed on behalf of a business if the liability exceeds three percent of the asset value of the business; or (vi) an option for ownership of a business or real or personal property if the ownership interest will consist of clause (i) or (iv).

"Personal interest in a contract" means a personal interest that a legislator has in a contract with a governmental agency, whether due to his being a party to the contract or due to a personal interest in a business that is a party to the contract.

"Personal interest in a transaction" means a personal interest of a legislator in any matter considered by the General Assembly. Such personal interest exists when an officer or employee or a member of his immediate family has a personal interest in property or a business, or represents or provides services to any individual or business and such property, business or represented or served individual or business (i) is the subject of the transaction or (ii) may realize a reasonably foreseeable direct or indirect benefit or detriment as a result of the action of the agency considering the transaction. A "personal interest in a transaction" exists only if the legislator or member of his immediate family or an individual or business represented or served by the legislator is affected in a way that is substantially different from the general public or from persons comprising a profession, occupation, trade, business or other comparable and generally recognizable class or group of which he or the individual or business he represents or serves is a member.

"Transaction" means any matter considered by the General Assembly, whether in a committee, subcommittee, or other entity of the General Assembly or before the General Assembly itself, on which official action is taken or contemplated.

#### **§ 30-110. Disclosure.**

A. (Effective January 1, 2016, through July 1, 2016) Every legislator and legislator-elect shall file, as a condition to assuming office, a disclosure statement of his personal interests and such other information as is ~~specified~~ *required* on the form ~~set forth in~~ *prescribed by the Council pursuant to* § 30-111 and thereafter shall file such a statement ~~semiannually by December annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April.~~ When the filing deadline falls on a Saturday, Sunday, or legal holiday, the disclosure statement shall be filed on the next day that is not a Saturday, Sunday, or legal holiday. Disclosure forms shall be made available by the Virginia Conflict of Interest and Ethics Advisory Council at least 30 days prior to the filing deadline. Members of the Senate and members of the House of Delegates shall file their disclosure forms with the Virginia Conflict of Interest and Ethics Advisory Council. The disclosure forms of the members of the General Assembly shall be maintained as public records for five years in the office of the Virginia Conflict of Interest and Ethics Advisory Council. Such forms shall be made public no later than six weeks after filing.

A. (Effective July 1, 2016) Every legislator and legislator-elect shall file, as a condition to assuming

office, a disclosure statement of his personal interests and such other information as is specified required on the form set forth in prescribed by the Council pursuant to § 30-111 and thereafter shall file such a statement semiannually by December annually on or before January 15 for the preceding six-month period complete through the last day of October and by June 15 for the preceding six-month period complete through the last day of April. When the filing deadline falls on a Saturday, Sunday, or legal holiday, the disclosure statement shall be filed on the next day that is not a Saturday, Sunday, or legal holiday. Disclosure forms shall be made available by the Virginia Conflict of Interest and Ethics Advisory Council at least 30 days prior to the filing deadline. Disclosure forms shall be filed electronically with the Virginia Conflict of Interest and Ethics Advisory Council in accordance with the standards approved by it pursuant to § 30-356. The disclosure forms of the members of the General Assembly shall be maintained as public records for five years in the office of the Virginia Conflict of Interest and Ethics Advisory Council. Such forms shall be made public no later than six weeks after filing.

B. Candidates for the General Assembly shall file a disclosure statement of their personal interests as required by §§ 24.2-500 through 24.2-503.

C. Any legislator who has a personal interest in any transaction pending before the General Assembly and who is disqualified from participating in that transaction pursuant to § 30-108 and the rules of his house shall disclose his interest in accordance with the applicable rule of his house.

#### **§ 30-110.1. Report of gifts.**

Every legislator shall file, on or before May 1, a report of gifts accepted or received by him or a member of his immediate family during the period beginning on January 1 complete through adjournment sine die of the regular session of the General Assembly. The gift report shall be on a form prescribed by the Council and shall be filed electronically with the Council in accordance with the standards approved by it pursuant to § 30-356. For purposes of this section, "adjournment sine die" means adjournment on the last legislative day of the regular session and does not include the ensuing reconvened session. Any gifts reported pursuant to this section shall not be listed on the annual disclosure form prescribed by the Council pursuant to § 30-111.

#### **§ 30-111. Disclosure form.**

A. (Effective from January 1, 2016, until July 1, 2016) The disclosure form to be used for filings required by subsections A and B of § 30-110 shall be substantially similar to the following prescribed by the Council.

A. (Effective July 1, 2016) The disclosure form to be used for filings required by subsections A and B of § 30-110 shall be substantially similar to the following prescribed by the Council. All completed forms shall be filed electronically with the Council in accordance with the standards approved by it pursuant to § 30-356.

#### **STATEMENT OF ECONOMIC INTERESTS.**

Name\_\_\_\_\_

Office or position held or sought\_\_\_\_\_

Address\_\_\_\_\_

Names of members of immediate family\_\_\_\_\_

#### **DEFINITIONS AND EXPLANATORY MATERIAL.**

"Business" means a corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, trust or foundation, or any other individual or entity carrying on a business or profession, whether or not for profit.

"Close financial association" means an association in which the filer shares significant financial involvement with an individual and the filer would reasonably be expected to be aware of the individual's business activities and would have access to the necessary records either directly or through the individual. "Close financial association" does not mean an association based on (i) the receipt of retirement benefits or deferred compensation from a business by which the legislator is no longer employed, or (ii) the receipt of compensation for work performed by the legislator as an independent contractor of a business that represents an entity before any state governmental agency when the legislator has had no communications with the state governmental agency.

"Contingent liability" means a liability that is not presently fixed or determined, but may become fixed or determined in the future with the occurrence of some certain event.

"Gift" means any gratuity, favor, discount, entertainment, hospitality, loan, forbearance, or other item having monetary value. It includes services as well as gifts of transportation, lodgings and meals, whether provided in-kind, by purchase of a ticket, payment in advance or reimbursement after the expense has been incurred. "Gift" does not include (i) any offer of a ticket, coupon, or other admission or pass unless the ticket, coupon, admission, or pass is used; (ii) honorary degrees; (iii) any athletic, merit, or need-based scholarship or any other financial aid awarded by a public or private school, institution of higher education, or other educational program pursuant to such school, institution, or

program's financial aid standards and procedures applicable to the general public; (iv) a campaign contribution properly received and reported pursuant to Chapter 9.3 (§ 24.2-945 et seq.) of Title 24.2; (v) any gift related to the private profession or occupation of a legislator or of a member of his immediate family; (vi) food or beverages consumed while attending an event at which the filer is performing official duties related to his public service; (vii) food and beverages received at or registration or attendance fees waived for any event at which the filer is a featured speaker, presenter, or lecturer; (viii) unsolicited awards of appreciation or recognition in the form of a plaque, trophy, wall memento, or similar item that is given in recognition of public, civic, charitable, or professional service; (ix) a devise or inheritance; (x) travel disclosed pursuant to the Campaign Finance Disclosure Act (§ 24.2-945 et seq.); (xi) travel paid for or provided by the government of the United States, any of its territories, or any state or any political subdivision of such state; (xii) travel provided to facilitate attendance by a legislator at a regular or special session of the General Assembly, a meeting of a legislative committee or commission, or a national conference where attendance is approved by the House or Senate Committee on Rules; (xiii) travel related to an official meeting of the Commonwealth, its political subdivisions, or any board, commission, authority, or other entity, or any charitable organization established pursuant to § 501(c)(3) of the Internal Revenue Code affiliated with such entity, to which such person has been appointed or elected or is a member by virtue of his office or employment; or (xiv) gifts from relatives or personal friends. "Relative" means the donee's spouse, child, uncle, aunt, niece, nephew, or first cousin; a person to whom the donee is engaged to be married; the donee's or his spouse's parent, grandparent, grandchild, brother, sister, step-parent, step-grandparent, step-grandchild, step-brother, or step-sister; or the donee's brother's or sister's spouse. "Personal friend" does not include any person that the filer knows or has reason to know is (a) a lobbyist registered pursuant to Article 3 (§ 2.2-418 et seq.) of Chapter 4 of Title 2.2 or (b) a lobbyist's principal as defined in § 2.2-419.

"Immediate family" means (i) a spouse and (ii) any other person who resides in the same household as the legislator and who is a dependent of the legislator.

"Lobbyist relationship" means (i) an engagement, agreement, or representation that relates to legal services, consulting services, or public relations services, whether gratuitous or for compensation, between a member or member-elect and any person who is, or has been within the prior calendar year, registered as a lobbyist with the Secretary of the Commonwealth or (ii) a greater than three percent ownership interest by a member or member-elect in a business that employs, or engages as an independent contractor, any person who is, or has been within the prior calendar year, registered as a lobbyist with the Secretary of the Commonwealth. The disclosure of a lobbyist relationship shall not (a) constitute a waiver of any attorney-client or other privilege, (b) require a waiver of any attorney-client or other privilege for a third party, or (c) be required where a member or member-elect is employed or engaged by a person and such person also employs or engages a person in a lobbyist relationship so long as the member or member-elect has no financial interest in the lobbyist relationship.

**TRUST.** If you or your immediate family, separately or together, are the only beneficiaries of a trust, treat the trust's assets as if you own them directly. If you or your immediate family has a proportional interest in a trust, treat that proportion of the trust's assets as if you own them directly. For example, if you and your immediate family have a one-third interest in a trust, complete your Statement as if you own one-third of each of the trust's assets. If you or a member of your immediate family created a trust and can revoke it without the beneficiaries' consent, treat its assets as if you own them directly.

**REPORT TO THE BEST OF INFORMATION AND BELIEF.** Information required on this Statement must be provided on the basis of the best knowledge, information, and belief of the individual filing the Statement as of the date of this report unless otherwise stated.

**COMPLETE ITEMS 1 THROUGH 11. REFER TO SCHEDULES ONLY IF DIRECTED.**

You may attach additional explanatory information.

**1. Offices and Directorships.**

Are you or a member of your immediate family a paid officer or paid director of a business?

EITHER check NO / / OR check YES / / and complete Schedule A.

**2. Personal Liabilities.**

Do you or a member of your immediate family owe more than \$5,000 to any one creditor including contingent liabilities? (Exclude debts to any government and loans secured by recorded liens on property at least equal in value to the loan.)

EITHER check NO / / OR check YES / / and complete Schedule B.

**3. Securities.**

Do you or a member of your immediate family, directly or indirectly, separately or together, own securities valued in excess of \$5,000 invested in one business? Account for mutual funds, limited partnerships and trusts.

EITHER check NO / / OR check YES / / and complete Schedule C.

1847 4. Payments for Talks, Meetings, and Publications.

1848 During the past six months did you receive in your capacity as a legislator lodging, transportation,  
 1849 money, or anything else of value with a combined value exceeding \$100 (i) for a single talk, meeting,  
 1850 or published work or (ii) for a meeting, conference, or event where your attendance at the meeting,  
 1851 conference, or event was designed to (a) educate you on issues relevant to your duties as a legislator,  
 1852 including issues faced by your constituents, or (b) enhance your knowledge and skills relative to your  
 1853 duties as a legislator? Do not include payments and reimbursements from the Commonwealth for  
 1854 meetings attended in your capacity as a legislator; see Question 11 and Schedule D2 to report such  
 1855 meetings.

1856 EITHER check NO / / OR check YES / / and complete Schedule D.

1857 5. Gifts.

1858 During the past six months did a business, government, or individual other than a relative or personal  
 1859 friend (i) furnish you or a member of your immediate family with any gift or entertainment at a single  
 1860 event, and the value received exceeded \$50 or (ii) furnish you or a member of your immediate family  
 1861 with gifts or entertainment in any combination and the total value received exceeded \$50, and for which  
 1862 you or the member of your immediate family neither paid nor rendered services in exchange? Account  
 1863 for entertainment events only if the average value per person attending the event exceeded \$50. Account  
 1864 for all business entertainment (except if related to the private profession or occupation of you or the  
 1865 member of your immediate family who received such business entertainment) even if unrelated to your  
 1866 official duties.

1867 EITHER check NO / / OR check YES / / and complete Schedule E.

1868 6. Salary and Wages.

1869 List each employer that pays you or a member of your immediate family salary or wages in excess  
 1870 of \$5,000 annually. (Exclude any salary received as a member of the General Assembly pursuant to §  
 1871 30-19.11.)

1872 If no reportable salary or wages, check here / /.

1873 \_\_\_\_\_  
 1874 \_\_\_\_\_  
 1875 \_\_\_\_\_

1876 7. Business Interests and Lobbyist Relationships.

1877 7A. Do you or a member of your immediate family, separately or together, operate your own  
 1878 business, or own or control an interest in excess of \$5,000 in a business?

1879 EITHER check NO / / OR check YES / / and complete Schedule F-1.

1880 7B. Do you have a lobbyist relationship as that term is defined above?

1881 EITHER check NO / / OR check YES / / and complete Schedule F-2.

1882 8. Payments for Representation and Other Services.

1883 8A. Did you represent any businesses before any state governmental agencies, excluding courts or  
 1884 judges, for which you received total compensation during the past six months in excess of \$1,000,  
 1885 excluding compensation for other services to such businesses and representation consisting solely of the  
 1886 filing of mandatory papers and subsequent representation regarding the mandatory papers?

1887 EITHER check NO / / OR check YES / / and complete Schedule G-1.

1888 8B. Subject to the same exceptions as in 8A, did persons with whom you have a close financial  
 1889 association (partners, associates or others) represent any businesses before any state governmental agency  
 1890 for which total compensation was received during the past six months in excess of \$1,000?

1891 EITHER check NO / / OR check YES / / and complete Schedule G-2.

1892 8C. Did you or persons with whom you have a close financial association furnish services to  
 1893 businesses operating in Virginia, pursuant to an agreement between you and such businesses, or between  
 1894 persons with whom you have a close financial association and such businesses for which total  
 1895 compensation in excess of \$1,000 was received during the past six months? Services reported under this  
 1896 provision shall not include services involving the representation of businesses that are reported under  
 1897 question 8A or 8B above.

1898 EITHER check NO / / OR check YES / / and complete Schedule G-3.

1899 9. Real Estate.

1900 Do you or a member of your immediate family hold an interest, including a partnership interest,  
 1901 valued at more than \$5,000 in real property (other than your principal residence) for which you have not  
 1902 already listed the full address on Schedule F? Account for real estate held in trust.

1903 EITHER check NO / / OR check YES / / and complete Schedule H.

1904 10. Real Estate Contracts with State Governmental Agencies.

1905 Do you or a member of your immediate family hold an interest valued at more than \$5,000 in real  
 1906 estate, including a corporate, partnership, or trust interest, option, easement, or land contract, which real  
 1907 estate is the subject of a contract, whether pending or completed within the past six months, with a state



1908 governmental agency?

1909 If the real estate contract provides for the leasing of the property to a state governmental agency, do  
 1910 you or a member of your immediate family hold an interest in the real estate, including a corporate,  
 1911 partnership, or trust interest, option, easement, or land contract valued at more than \$1,000? Account for  
 1912 all such contracts whether or not your interest is reported in Schedule F or H. This requirement to  
 1913 disclose an interest in a lease does not apply to an interest derived through an ownership interest in a  
 1914 business unless the ownership interest exceeds three percent of the total equity of the business.

1915 EITHER check NO / / OR check YES / / and complete Schedule I.

1916 11. Payments by the Commonwealth for Meetings:

1917 During the past six months did you receive lodging, transportation, money, or anything else of value  
 1918 with a combined value exceeding \$100 from the Commonwealth for a single meeting attended  
 1919 out-of-state in your capacity as a legislator? Do not include reimbursements from the Commonwealth for  
 1920 meetings attended in the Commonwealth.

1921 EITHER check NO / / OR check YES / / and complete Schedule D-2.

1922 For Statements filed in June 2016 and each two years thereafter, complete the following statement  
 1923 indicating whether you completed the ethics orientation sessions provided pursuant to law:

1924 I certify that I completed ethics training as required by § 30-129.1. YES / / or NO / /

1925 Statements of Economic Interests are open for public inspection.

1926 AFFIRMATION:

1927 In accordance with the rules of the house in which I serve, if I receive a request that this disclosure  
 1928 statement be corrected, augmented, or revised in any respect, I hereby pledge that I shall respond  
 1929 promptly to the request. I understand that if a determination is made that the statement is insufficient, I  
 1930 will satisfy such request or be subjected to disciplinary action of my house.

1931 I swear or affirm that the foregoing information is full, true and correct to the best of my knowledge.

1932 Signature \_\_\_\_\_

1933 (Return only if needed to complete Statement.)

1934 SCHEDULES to STATEMENT OF ECONOMIC INTERESTS:

1935 NAME \_\_\_\_\_

1936 SCHEDULE A — OFFICES AND DIRECTORSHIPS.

1937 Identify each business of which you or a member of your immediate family is a paid officer or paid  
 1938 director:

1939 \_\_\_\_\_

1940 \_\_\_\_\_

1941 Name of Business \_\_\_\_\_ Address of Business \_\_\_\_\_ Position Held and by Whom \_\_\_\_\_

1942 \_\_\_\_\_

1943 \_\_\_\_\_

1944 \_\_\_\_\_

1945 \_\_\_\_\_

1946 \_\_\_\_\_

1947 \_\_\_\_\_ RETURN TO ITEM 2

1948 SCHEDULE B — PERSONAL LIABILITIES:

1949 Report personal liability by checking each category. Report only debts in excess of \$5,000. Do not  
 1950 report debts to any government. Do not report loans secured by recorded liens on property at least equal  
 1951 in value to the loan.

1952 Report contingent liabilities below and indicate which debts are contingent.

1953 1. My personal debts are as follows:

1954 \_\_\_\_\_

1955 \_\_\_\_\_

1956 \_\_\_\_\_ Check \_\_\_\_\_ Check one  
 1957 \_\_\_\_\_ appropriate \$5,001 to More than  
 1958 \_\_\_\_\_ categories \$50,000 \$50,000

1959 Banks \_\_\_\_\_

1960 Savings institutions \_\_\_\_\_

1961 Other loan or finance companies \_\_\_\_\_

1962 Insurance companies \_\_\_\_\_

1963 Stock, commodity or other brokerage \_\_\_\_\_

1964 \_\_\_\_\_ companies \_\_\_\_\_

1965 Other businesses: \_\_\_\_\_

1966 (State principal business activity for each \_\_\_\_\_

1967 creditor and its name.)

1968 \_\_\_\_\_

1969 \_\_\_\_\_

1970 \_\_\_\_\_

1971 Individual creditors:

1972 (State principal business or occupation of

1973 each creditor and its name.)

1974 \_\_\_\_\_

1975 \_\_\_\_\_

1976 \_\_\_\_\_

1977 \_\_\_\_\_

1978 2. The personal debts of the members of my immediate family are as follows:

1979 \_\_\_\_\_

1980 \_\_\_\_\_

1981 \_\_\_\_\_ Check \_\_\_\_\_ Check one

1982 \_\_\_\_\_ appropriate \$5,001 to More than

1983 \_\_\_\_\_ categories \$50,000 \$50,000

1984 Banks \_\_\_\_\_

1985 Savings institutions \_\_\_\_\_

1986 Other loan or finance companies \_\_\_\_\_

1987 Insurance companies \_\_\_\_\_

1988 Stock, commodity or other brokerage

1989 \_\_\_\_\_ companies \_\_\_\_\_

1990 Other businesses:

1991 (State principal business activity for each

1992 creditor and its name.)

1993 \_\_\_\_\_

1994 \_\_\_\_\_

1995 \_\_\_\_\_

1996 Individual creditors:

1997 (State principal business or occupation of

1998 each creditor and its name.)

1999 \_\_\_\_\_

2000 \_\_\_\_\_

2001 \_\_\_\_\_

2002 \_\_\_\_\_

2003 \_\_\_\_\_ RETURN TO ITEM 3

#### 2004 SCHEDULE C — SECURITIES.

2005 "Securities" INCLUDES stocks, bonds, mutual funds, limited partnerships, and commodity futures

2006 contracts.

2007 "Securities" EXCLUDES certificates of deposit, money market funds, annuity contracts, and

2008 insurance policies.

2009 Identify each business or Virginia governmental entity in which you or a member of your immediate

2010 family, directly or indirectly, separately or together, own securities valued in excess of \$5,000. Name

2011 each issuer and type of security individually.

2012 Do not list U.S. Bonds or other government securities not issued by the Commonwealth of Virginia

2013 or its authorities, agencies, or local governments. Do not list organizations that do not do business in

2014 this Commonwealth, but most major businesses conduct business in Virginia. Account for securities held

2015 in trust.

2016 If no reportable securities, check here / /.

2017 \_\_\_\_\_

2018 \_\_\_\_\_

2019 \_\_\_\_\_ Check one

2020 \_\_\_\_\_ Type of Security \$5,001 \$50,001 More

2021 \_\_\_\_\_ (stocks, bonds, mutual to to than

2022 Name of Issuer funds, etc.) \$50,000 \$250,000 \$250,000

2023 \_\_\_\_\_

RETURN TO ITEM 4

**SCHEDULE D-1 — PAYMENTS FOR TALKS, MEETINGS, AND PUBLICATIONS.**

List each source from which you received during the past six months in your capacity as a legislator lodging, transportation, money, or any other thing of value with a combined value exceeding \$100 (i) for your presentation of a single talk, participation in one meeting, or publication of a work or (ii) for your attendance at a meeting, conference, or event where your attendance at the meeting, conference, or event was designed to (a) educate you on issues relevant to your duties as a legislator, including issues faced by your constituents, or (b) enhance your knowledge and skills relative to your duties as a legislator. Any lodging, transportation, money, or other thing of value received by a legislator that does not satisfy the criteria of clause (i), (ii)(a), or (ii)(b) shall be listed as a gift on Schedule E. Do not list payments or reimbursements by the Commonwealth. (See Schedule D-2 for such payments or reimbursements.) List a payment even if you donated it to charity. Do not list information about a payment if you returned it within 60 days or if you received it from an employer already listed under Item 6 or from a source of income listed on Schedule E.

If no payment must be listed, check here ☐.

Payer	Approximate Value	Circumstances	Type of Payment (e.g., Honoraria, Travel reimbursement, etc.)

RETURN TO ITEM 5

**SCHEDULE D-2 — PAYMENTS BY THE COMMONWEALTH FOR MEETINGS.**

List each meeting for which the Commonwealth provided payments or reimbursements during the past six months to you for lodging, transportation, money, or any other thing of value with a combined value exceeding \$100 for your participation in your capacity as a legislator. Do not list payments or reimbursements by the Commonwealth for meetings or travel within the Commonwealth.

If no payment must be listed, check here ☐.

Payer	Approximate Value	Circumstances	Type of Payment (e.g., Travel reimbursement, etc.)

**SCHEDULE E — GIFTS.**

List each business, governmental entity, or individual that, during the past six months, (i) furnished you or a member of your immediate family with any gift or entertainment at a single event, and the value received exceeded \$50 or (ii) furnished you or a member of your immediate family with gifts or entertainment in any combination and the total value received exceeded \$50, and for which you or the member of your immediate family neither paid nor rendered services in exchange. List each such gift or event.

Do not list entertainment events unless the average value per person attending the event exceeded \$50. Do not list business entertainment related to the private profession or occupation of you or the member of your immediate family who received such business entertainment. Do not list gifts or other things of value given by a relative or personal friend for reasons clearly unrelated to your public

2083 position. Do not list campaign contributions publicly reported as required by Chapter 9.3 (§ 24.2-945 et  
 2084 seq.) of Title 24.2 of the Code of Virginia.

2087	Name of Business,	City or	Exact	
2088	Name of	Organization, or	County	Gift or
2089	Recipient	Individual	and State	Event
2090				Value
2091				
2092				
2093				
2094				

2095 RETURN TO ITEM 6

2096 SCHEDULE F-1 — BUSINESS INTERESTS.

2097 Complete this Schedule for each self-owned or family-owned business (including rental property, a  
 2098 farm, or consulting work), partnership, or corporation in which you or a member of your immediate  
 2099 family, separately or together, own an interest having a value in excess of \$5,000.

2100 If the enterprise is owned or operated under a trade, partnership, or corporate name, list that name;  
 2101 otherwise, merely explain the nature of the enterprise. If rental property is owned or operated under a  
 2102 trade, partnership, or corporate name, list the name only; otherwise, give the address of each property.  
 2103 Account for business interests held in trust.

2106	Name of				
2107	Business				
2108	Corporation,				
2109	Partnership,	Nature of	Gross income		
2110	Farm;	Enterprise			
2111	Address of	City or	(farming,	\$50,001	More
2112	Rental	County	law, rental	\$50,000	to
2113	Property	and State	property, etc.)	or less	\$250,000
2114					
2115					
2116					
2117					
2118					

2119 RETURN TO ITEM 8

2120 SCHEDULE F-2 — LOBBYIST RELATIONSHIPS AND PAYMENTS.

2121 Complete this Schedule for each lobbyist relationship with the following:

2122 (i) any person who is, or has been within the prior calendar year, registered as a lobbyist with the  
 2123 Secretary of the Commonwealth, or

2124 (ii) any business in which you have a greater than three percent ownership interest and that business  
 2125 employs, or engages as an independent contractor, any person who is, or has been within the prior  
 2126 calendar year, registered as a lobbyist with the Secretary of the Commonwealth.

2129				Payments to	
2130				Lobbyist	
2131	List each person	Describe each	Dates of	\$10,000	More than
2132	or business	relationship	relationship	or less	\$10,000
2133					
2134					
2135					
2136					
2137					
2138					

2139 THE DISCLOSURE OF A LOBBYIST RELATIONSHIP SHALL NOT (I) CONSTITUTE A  
 2140 WAIVER OF ANY ATTORNEY-CLIENT OR OTHER PRIVILEGE, (II) REQUIRE A WAIVER OF

~~SCHEDULE G-1 — PAYMENTS FOR REPRESENTATION BY YOU.~~

Identify each business, the nature of the representation and the amount received by dollar category from each such business. You may state the type, rather than name, of the business if you are required by law not to reveal the name of the business represented by you.

If you have received \$250,001 or more from a single business within the reporting period, indicate the amount received, rounded to the nearest \$10,000. Amount Received \_\_\_\_\_.

List the businesses that have been represented before any state governmental agency, excluding any court or judge, by persons who are your partners, associates or others with whom you have a close financial association and who received total compensation in excess of \$1,000 for such representation during the past six months, excluding representation consisting solely of the filing of mandatory papers and subsequent representation regarding the mandatory papers filed by your partners, associates or others with whom you have a close financial association.

[illegible]

Indicate below types of businesses that operate in Virginia to which services were furnished by you or persons with whom you have a close financial association pursuant to an agreement between you and such businesses, or between persons with whom you have a close financial association and such businesses and for which total compensation in excess of \$1,000 was received during the past six months. Services reported in this Schedule shall not include services involving the representation of businesses that are reported in Schedule G-1 or G-2 above.

---

---

Check

if Type

---

---

Check  
if Type

2200	ser	of	Value of Compensation				
2201	vices	ser					
2202	were	vice	\$1,001	\$10,001	\$50,001	\$100,001	
2203	ren	ren	to	to	to	to	\$250,001
2204	dered	dered	\$10,000	\$50,000	\$100,000	\$250,000	and over
2205	Electric utilities						
2206	Gas utilities						
2207	Telephone utilities						
2208	Water utilities						
2209	Cable television						
2210	— companies						
2211	Interstate						
2212	— transportation						
2213	— companies						
2214	Intrastate						
2215	— transportation						
2216	— companies						
2217	Oil or gas retail						
2218	— companies						
2219	Banks						
2220	Savings						
2221	— institutions						
2222	Loan or finance						
2223	— companies						
2224	Manufacturing						
2225	— companies (state						
2226	— type of product,						
2227	— e.g., textile,						
2228	— furniture, etc.)						
2229	Mining companies						
2230	Life insurance						
2231	— companies						
2232	Casualty insurance						
2233	— companies						
2234	Other insurance						
2235	— companies						
2236	Retail companies						
2237	Beer, wine or						
2238	— liquor companies						
2239	— or distributors						
2240	Trade associations						
2241	Professional						
2242	— associations						
2243	Associations of						
2244	— public employees						
2245	— or officials						
2246	Counties, cities						
2247	— or towns						
2248	Labor organizations						
2249	Other						
2250							
2251							

RETURN TO ITEM 9

**SCHEDULE H — REAL ESTATE.**

List real estate other than your principal residence in which you or a member of your immediate family holds an interest, including a partnership interest, option, easement, or land contract, valued at \$5,000 or more. Each parcel shall be listed individually.

2256							
------	--	--	--	--	--	--	--

2257  
 2258 \_\_\_\_\_ Describe the type of real  
 2259 \_\_\_\_\_ estate you own in each  
 2260 List the location location (business, If the real estate is  
 2261 (state, and county recreational, apartment, owned or recorded in  
 2262 or city where you commercial, open land, a name other than your  
 2263 own real estate etc.) own, list that name  
 2264 \_\_\_\_\_  
 2265 \_\_\_\_\_  
 2266 \_\_\_\_\_  
 2267 \_\_\_\_\_  
 2268 \_\_\_\_\_  
 2269 \_\_\_\_\_

2270 \_\_\_\_\_ RETURN TO ITEM 10

2271 **SCHEDULE I — REAL ESTATE CONTRACTS WITH STATE GOVERNMENTAL AGENCIES.**

2272 List all contracts, whether pending or completed within the past six months, with a state  
 2273 governmental agency for the sale or exchange of real estate in which you or a member of your  
 2274 immediate family holds an interest, including a corporate, partnership or trust interest, option, easement,  
 2275 or land contract, valued at more than \$10,000. List all contracts with a state governmental agency for  
 2276 the lease of real estate in which you or a member of your immediate family holds such an interest  
 2277 valued at more than \$1,000. This requirement to disclose an interest in a lease does not apply to an  
 2278 interest derived through an ownership interest in a business unless the ownership interest exceeds three  
 2279 percent of the total equity of the business.  
 2280 \_\_\_\_\_

2281  
 2282 List your real  
 2283 estate interest and  
 2284 the person or entity,  
 2285 including the type of  
 2286 entity, which is  
 2287 party to the contract. \_\_\_\_\_ State the annual  
 2288 Describe any \_\_\_\_\_ income from the  
 2289 management role and List each \_\_\_\_\_ contract, and the  
 2290 the percentage governmental agency \_\_\_\_\_ amount, if any, of  
 2291 ownership interest which is a party to \_\_\_\_\_ income you or any  
 2292 you or your immediate the contract and \_\_\_\_\_ immediate family  
 2293 family member has in indicate the county \_\_\_\_\_ member derives  
 2294 the real estate or city where the \_\_\_\_\_ annually from  
 2295 or entity. real estate is located. the contract.  
 2296 \_\_\_\_\_  
 2297 \_\_\_\_\_  
 2298 \_\_\_\_\_  
 2299 \_\_\_\_\_  
 2300 \_\_\_\_\_

2301  
 2302 B. Any legislator who knowingly and intentionally makes a false statement of a material fact on the  
 2303 Statement of Economic Interests is guilty of a Class 5 felony and shall be subject to disciplinary action  
 2304 for such violations by the house in which the legislator sits.

2305 C. The Statement of Economic Interests of all members of each house shall be reviewed by the  
 2306 Council. If a legislator's Statement is found to be inadequate as filed, the legislator shall be notified in  
 2307 writing and directed to file an amended Statement correcting the indicated deficiencies, and a time shall  
 2308 be set within which such amendment shall be filed. If the Statement of Economic Interests, in either its  
 2309 original or amended form, is found to be adequate as filed, the legislator's filing shall be deemed in full  
 2310 compliance with this section as to the information disclosed thereon.

2311 D. Ten percent of the membership of a house, on the basis of newly discovered facts, may in writing  
 2312 request the house in which those members sit, in accordance with the rules of that house, to review the  
 2313 Statement of Economic Interests of another member of that house in order to determine the adequacy of  
 2314 his filing. In accordance with the rules of each house, each Statement of Economic Interests shall be

promptly reviewed, the adequacy of the filing determined, and notice given in writing to the legislator whose Statement is in issue. Should it be determined that the Statement requires correction, augmentation or revision, the legislator involved shall be directed to make the changes required within such time as shall be set under the rules of each house.

If a legislator, after having been notified in writing in accordance with the rules of the house in which he sits that his Statement is inadequate as filed, fails to amend his Statement so as to come into compliance within the time limit set, he shall be subject to disciplinary action by the house in which he sits. No legislator shall vote on any question relating to his own Statement.

**§ 30-356. Powers and duties of the Council.**

The Council shall:

1. *Prescribe the forms required for complying with the disclosure requirements of Article 3 and the Acts. These forms shall be the only forms used to comply with the provisions of Article 3 or the Acts. The Council shall make available the disclosure forms and shall provide guidance and other instructions to assist in the completion of the forms;*

2. Review all disclosure forms filed by lobbyists pursuant to Article 3 and by state government officers and employees and legislators pursuant to the Acts. The Council may review disclosure forms for completeness, including reviewing the information contained on the face of the form to determine if the disclosure form has been fully completed and comparing the disclosures contained in any disclosure form filed by a lobbyist pursuant to § 2.2-426 with other disclosure forms filed with the Council, and requesting any amendments to ensure the completeness of and correction of errors in the forms, if necessary. If a disclosure form is found to have not been filed or to have been incomplete as filed, the Council shall notify the filer in writing and direct the filer to file a completed disclosure form within a prescribed period of time, and such notification shall be confidential and is excluded from the provisions of the Virginia Freedom of Information Act (§ 2.2-3700 et seq.);

~~2.~~ 3. (Effective until July 1, 2016) Accept any disclosure forms by computer or electronic means in accordance with the standards approved by the Council and using software meeting standards approved by it. The Council shall provide software or electronic access for filing the required disclosure forms to all filers without charge. The Council shall prescribe the method of execution and certification of electronically filed forms, including the use of an electronic signature as authorized by the Uniform Electronic Transactions Act (§ 59.1-479 et seq.). *The Council may grant extensions as provided in § 30-356.2 and may authorize a designee to grant such extensions;*

~~2.~~ 3. (Effective July 1, 2016) Require all disclosure forms to be filed electronically in accordance with the standards approved by the Council. The Council shall provide software or electronic access for filing the required disclosure forms to all filers without charge. The Council shall prescribe the method of execution and certification of electronically filed forms, including the use of an electronic signature as authorized by the Uniform Electronic Transactions Act (§ 59.1-479 et seq.). *The Council may grant extensions as provided in § 30-356.2 and may authorize a designee to grant such extensions;*

3- 4. Accept and review any statement received from a filer disputing the receipt by such filer of a gift that has been disclosed on the form filed by a lobbyist pursuant to Article 3;

4- 5. Beginning July 1, 2016, establish and maintain a searchable electronic database comprising disclosure forms filed pursuant to §§ 2.2-426, 2.2-3117, 2.2-3118, and 30-111. Such database shall be available to the public through the Council's official website;

~~5-~~ 6. Furnish, upon request, formal advisory opinions or guidelines and other appropriate information, including informal advice, regarding ethics, conflicts issues arising under Article 3 or the Acts, or a person's duties under Article 3 or the Acts to any person covered by Article 3 or the Acts or to any agency of state or local government, in an expeditious manner. The Council may authorize a designee to furnish formal opinions or informal advice. Formal advisory opinions are public record and shall be published on the Council's website; however, no formal advisory opinion furnished by a designee of the Council shall be *available to the public or published* until such opinion has been approved by the Council. Published formal advisory opinions may have such deletions and changes as may be necessary to protect the identity of the person involved *or other persons supplying information*. Informal advice given by the Council or the Council's designee is confidential, ~~protected by the attorney-client privilege,~~ and is excluded from the *mandatory disclosure* provisions of the Virginia Freedom of Information Act (§ 2.2-3700 et seq.). *Other records relating to formal advisory opinions or informal advice, including records of requests, notes, correspondence, and draft versions of such opinions or advice, shall also be confidential and excluded from the mandatory disclosure provisions of the Virginia Freedom of Information Act;*

~~6-~~ 7. Conduct training seminars and educational programs for lobbyists, state and local government officers and employees, legislators, and other interested persons on the requirements of Article 3 and the Acts and provide ethics orientation sessions for legislators in compliance with Article 6 (§ 30-129.1 et seq.) of Chapter 13;



7. 8. Approve orientation courses conducted pursuant to § 2.2-3128 and, upon request, review the educational materials and approve any training or course on the requirements of Article 3 and the Acts conducted for state and local government officers and employees;

8. 9. Publish such educational materials as it deems appropriate on the provisions of Article 3 and the Acts;

9. 10. Review actions taken in the General Assembly with respect to the discipline of its members for the purpose of offering nonbinding advice;

~~10.~~ 11. Request from any agency of state or local government such assistance, services, and information as will enable the Council to effectively carry out its responsibilities. Information provided to the Council by an agency of state or local government shall not be released to any other party unless authorized by such agency;

~~11.~~ 12. Redact from any document or form that is to be made available to the public any residential address, personal telephone number, or signature contained on that document or form; and

~~12.~~ 13. Report on or before December 1 of each year on its activities and findings regarding Article 3 and the Acts, including recommendations for changes in the laws, to the General Assembly and the Governor. The annual report shall be submitted by the chairman as provided in the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports and shall be published as a state document.

**§ 30-356.1. Request for approval for certain travel.**

A. The Council shall receive and review a request for the approval of travel submitted by a person required to file the disclosure form prescribed in § 2.2-3117 or 30-111 to accept any travel-related transportation, lodging, hospitality, food or beverage, or other thing of value that has a value exceeding \$100 where such approval is required pursuant to subsection G of § 2.2-3103.1 or subsection F of § 30-103.1. A request for the approval of travel shall not be required for the following, but such travel shall be disclosed as may be required by the Acts:

1. Travel disclosed pursuant to the Campaign Finance Disclosure Act (§ 24.2-945 et seq.);

2. Travel paid for or provided by the government of the United States, any of its territories, or any state or any political subdivision of such state;

3. Travel provided to facilitate attendance by a legislator at a regular or special session of the General Assembly, a meeting of a legislative committee or commission, or a national conference where attendance is approved by the House *Committee on Rules or its Chairman* or the Senate Committee on Rules or its Chairman; or

4. Travel related to an official meeting of the Commonwealth, its political subdivisions, or any board, commission, authority, or other entity, or any charitable organization established pursuant to § 501(c)(3) of the Internal Revenue Code affiliated with such entity, to which such person has been appointed or elected or is a member by virtue of his office or employment.

B. When reviewing a request for the approval of travel, the Council shall consider the purpose of the travel as it relates to the official duties of the requester. The Council shall approve any request for travel that bears a reasonable relationship between the purpose of the travel and the official duties of the requester. Such travel shall include any meeting, conference, or other event (i) composed primarily of public officials, (ii) at which public policy related to the duties of the requester will be discussed in a substantial manner, (iii) reasonably expected to educate the requester on issues relevant to his official duties or to enhance the requester's knowledge and skills relative to his official duties, or (iv) at which the requester has been invited to speak regarding matters reasonably related to the requester's official duties.

C. The Council shall not approve any travel requests that bear no reasonable relationship between the purpose of the proposed travel and the official duties of the requester. In making such determination, the Council shall consider the duration of travel, the destination of travel, the estimated value of travel, and any previous or recurring travel.

D. Within five business days of receipt of a request for the approval of travel, the Council shall grant or deny the request, unless additional information has been requested. If additional information has been requested, the Council shall grant or deny the request for the approval within five business days of receipt of such information. If the Council has not granted or denied the request for approval of travel or requested additional information within such five-day period, such travel shall be deemed to have been approved by the Council. Nothing in this subsection shall preclude a person from amending or resubmitting a request for the approval of travel. The Council may authorize a designee to review and grant or deny requests for the approval of travel.

E. A request for the approval of travel shall be on a form prescribed by the Council and made available on its website. Such form may be submitted by electronic means, facsimile, in-person submission, or mail or commercial mail delivery.

F. No person shall be prosecuted, assessed a civil penalty, or otherwise disciplined for acceptance of

2437 a travel-related thing of value if he accepted the travel-related thing of value after receiving approval  
 2438 under this section, regardless of whether such approval is later withdrawn, provided the travel occurred  
 2439 prior to the withdrawal of the approval.

2440 **§ 30-356.2. Right to grant extensions in special circumstances.**

2441 *Notwithstanding any other provision of law, any person required to file the disclosure form*  
 2442 *prescribed in Article 3 or the Acts shall be entitled to an extension where good cause for granting such*  
 2443 *an extension has been shown, as determined by the Council. Good cause shall include:*

2444 *1. The death of a relative of the filer, as relative is defined in the definition of "gift" in Article 3 or*  
 2445 *the Acts.*

2446 *2. A state of emergency is declared by the Governor pursuant to Chapter 3.2 (§ 44-146.13 et seq.) of*  
 2447 *Title 44 or declared by the President of the United States or the governor of another state pursuant to*  
 2448 *law and confirmed by the Governor by an executive order, and such an emergency interferes with the*  
 2449 *timely filing of disclosure forms. The extension shall be granted only for those filers in areas affected by*  
 2450 *such emergency.*

2451 *3. The filer is a member of a uniformed service of the United States and is on active duty on the*  
 2452 *date of the filing deadline.*

2453 *4. A failure of the electronic filing system and the failure of such system prevents the timely filing of*  
 2454 *disclosure forms.*

2455 **2. That an emergency exists and the provisions of § 30-356.2 as created by this act and the**  
 2456 **provisions (i) amending the definition of "procurement transaction" in § 2.2-419 of the Code of**  
 2457 **Virginia, (ii) amending the requirement to disclose the names of officials or members of their**  
 2458 **family attending entertainment events in § 2.2-426 of the Code of Virginia, and (iii) amending**  
 2459 **§ 30-356 of the Code of Virginia are in force from the passage of this act and that the remaining**  
 2460 **provisions of this act shall become effective in due course except as provided in the third**  
 2461 **enactment.**

2462 **3. That the provisions of this act eliminating the forms set forth in §§ 2.2-426, 2.2-3117, 2.2-3118,**  
 2463 **and 30-111 of the Code of Virginia shall become effective on January 1, 2017, and that the**  
 2464 **Virginia Conflict of Interest and Ethics Advisory Council shall prescribe on or before January 1,**  
 2465 **2017, the forms required for complying with the disclosure requirements of §§ 2.2-426, 2.2-3117,**  
 2466 **2.2-3118, and 30-111.**

2467 **4. That, notwithstanding the effective date of this act, a lobbyist shall not be required to file a**  
 2468 **report of expenditures pursuant to § 2.2-426 of the Code of Virginia until July 1, 2017, for the**  
 2469 **preceding 12-month period complete through the last day of April.**

2470 **5. That the Supreme Court of Virginia shall report to the Virginia Conflict of Interest and Ethics**  
 2471 **Advisory Council on the application of the State and Local Government Conflict of Interests Act**  
 2472 **to members of the judiciary. Such report shall be made no later than October 1, 2016, and shall**  
 2473 **include an evaluation of the feasibility of creating separate statutory provisions applicable to**  
 2474 **members of the judiciary. In making its report, the Supreme Court of Virginia shall consult with**  
 2475 **staff of the Virginia Conflict of Interest and Ethics Advisory Council, statewide bar associations,**  
 2476 **and others as the Court deems necessary.**