

DISCLOSURE STATEMENT FOR PURCHASING PERSONNEL

INSTRUCTIONS:

- 1. The disclosure statement must be submitted by purchasing personnel prior to the award of any major contract.
2. This statement must be submitted even if you answer "no" to questions 1 and 2 in part 2.
3. A copy of this statement should be submitted to the administrative head of the state agency.
4. A new or amended statement must be promptly filed with the parties listed in step 3 of these instructions whenever there is new information to report under Texas Government Code, Section 2262.004.

PART 1: GENERAL INFORMATION

Name of person filing this statement Job title
Name of business entity being considered for award of major contract
Filer's address
City State ZIP Phone
Name of state agency

PART 2: DISCLOSURES

Definition: (Texas Government Code, Section 2262.004) Purchasing personnel includes an employee of a state agency who makes decisions on behalf of the state agency or recommendations regarding: (A) contract terms or conditions on a major contract; (B) who is to be awarded a major contract; (C) preparation of a solicitation for a major contract; or (D) evaluation of a bid or proposal.

A major contract is a contract with a value of at least \$1 million. (Texas Government Code, Section 2262.001 (4))

Disclosure requirements for purchasing personnel of a state agency (Texas Government Code, Section 2262.004)

Purchasing personnel of a state agency must disclose information regarding certain relationships with, and direct or indirect pecuniary interests in, any party to a major contract with the state agency prior to the award of a major contract.

- 1. Do you directly or indirectly own or control more than a 10 percent interest or pecuniary interest with a value exceeding \$25,000 in a business entity that is under consideration for an award of a major contract with your agency?
2. Do you have a relationship with an employee, a partner, a major stockholder, a paid consultant with a contract of at least \$25,000 with the business entity under consideration for an award of a major contract, or other owner of the business entity that is related within a degree described by Government Code, Section 573.002?

PART 3: SIGNATURE AND DATE

If filing as an individual: I hereby attest that all information provided above is complete and accurate to the best of my knowledge. I acknowledge my responsibility to submit promptly a new or amended disclosure statement to the party listed in step 3 of the instructions if any of the above information changes.

Purchasing Personnel Signature Date
Printed Name

I hereby acknowledge receipt of the State Agency Uniform Nepotism Disclosure Form signed by the purchasing staff member indicated above.

Administrative Head of Agency Signature Date