

KAUA'I COUNTY BOARD OF ETHICS DISCLOSURE STATEMENT INSTRUCTION SHEET

I. WHO MUST FILE. The Mayor, Councilpersons, Prosecuting Attorney, Managing Director, heads and deputies of all departments, agencies, and divisions, members of boards and commissions, the purchasing administrator, regulatory employees, and all candidates for elective office.

Regulatory Employees include:

- Supervisors of inspectors employed by the Department of Public Works
- Inspectors employed by the Department of Public Works
- Supervisors of liquor control investigators
- Liquor control investigators
- Buyers and purchasing agents
- Supervisors of real property tax appraisers
- Real property tax appraisers
- Supervisors of planners or inspectors employed by the Planning Department
- Planners employed by the Planning Department
- Inspectors employed by the Planning Department

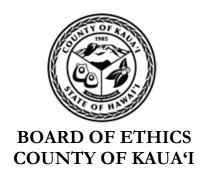
- Supervisors of fire prevention inspectors
- Fire prevention inspectors
- Supervisors of housing quality standards inspectors
- Housing quality standards inspectors
- Supervisors of motor vehicle inspectors
- Motor vehicle inspectors
- Supervisors of inspectors employed by the Department of Water
- Inspectors employed by the Department of Water
- The County Auditor
- Auditors employed by the County Auditor
- Analysts employed by the County Auditor
- II. WHEN TO FILE. Disclosure forms must be filed within thirty (30) days of taking office or within seven (7) days of fling nomination paper as a candidate for office, as in the case may be. Section 3-1.9, Kaua'i County Code 1987; Section 20.04, Charter of the County of Kaua'i.
- III. WHAT TO FILE. Charter §20.04 says you must file a list of all property in which you have a right, title, or interest, a list of all business firms which contract for county business in which you have any interest, all places of your employment including part-time employment, all sources and amounts of income, business, ownership, officer and director positions, debts, creditor interests in insolvent businesses, and the names of persons represented before governmentagencies.
- **IV. AMENDMENTS.** Disclosure forms must be updated within thirty (30) days of any change in information requiring disclosure.
- V. PENALTY FOR FAILURE TO FILE. A violation of any provision of the Code of ethics of the Charter of the County of Kaua'i shall be cause for fine, suspension, or removal from office or employment.
- **VI. WHERE TO FILE.** All Disclosure Statements may be filed on-line, or by mail or in person to the address as follows:

Kaua'i County Board of Ethics c/o Office of Boards and Commissions Pi`ikoi Building 4444 Rice Street, Suite 300 Līhu'e, Kaua'i, Hawai'i 96766

We suggest you make and retain a copy for your personal records.

DISCLOSURE FORMS ARE PUBLIC RECORD

EXCEPT WHERE PROHIBITED



DISCLOSURE STATEMENT

THIS DOCUMENT SHALL BECOME A PUBLIC RECORD WHEN RECEIVED BY THE OFFICE OF BOARDS AND COMMISSIONS EXCEPT WHERE PROHIBITED. PLEASE COMPLETE ALL SECTIONS, USE N/A IF YOU HAVE NOTHING TO REPORT FOR A PARTICULAR SECTION.

	GENERAL INFORM	MATION				
	NAME:					
	(First)	(Middle)	(Last)			
	Name of spouse:					
	POSITION TITLE: In filing for:	ndicate your County position, Board or Co	mmission, or the public office you are			
	Lam a Candidate fo	or Public Office:				
		51 1 done o mee.	(Name of Public Office)			
I am: the Mayor; a Councilperson; the Prosecuting Attorney; the Managing Director; a head or of a department, agency, or division; the purchasing administrator; or a regulatory employee:						
		(Position Title/Department)				
	I am an Appointed	member of a Board or Commission:				
			(Name of Board or Commission)			
	EMPLOYMENT – List all current employment other than County employment (including part-time). Please identify acronyms appropriately.					
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	Employer	Description of Business Activity	Position			
	•	Description of Business Activity	Position			
	•	Description of Business Activity	Position			
	•	Description of Business Activity	Position			
	•	Description of Business Activity	Position			
	Employer					
	Employer URRENT ANNUAL wages, income from re	INCOME – List all sources and amountal or real estate, loan repayments, stock of ital security, etc.) including your County of	nts of income greater than \$1,000 (i.e. dividends, interest on savings or bonds,			

IV.	BUSINESS INTEREST – List all business, partnerships, or sole proprietorships and the percentage of interest in which you have an interest. Please identify acronyms appropriately.					
	Business Name Description of Business Activity Percent Ownership Interest	Check here if business contracts with the County				
V.	POSITION HELD IN BUSINESS OR ORGANIZATION – List in the space below requested for all organization (whether corporations, non-profit corporations, organization, partnerships, etc., and identify acronyms appropriately) in which you are organization (for example, president, vice-president, secretary, treasurer, trustee, agent etc.)	unincorporated an official of the board member,				
	Organization Name Description of Organization Activity	Position				
VI.	CREDITORS – List the name of every person, business, organization, or corporation (cards) to whom you owe money.	excluding credit				
VII.	REAL PROPERTY – List the street address or tax map key number of any real estate in which you have an interest. (Pursuant to the Constitution of the State of Hawai'i, Article XIV)					
	Address/Location Tax Map Key Numb	er				

	Name of person, company, etc.	Board/Commission/Agency	Year			
IX.	CREDITOR INTEREST IN INSOLVENT BUSINESSES – List the name of any insolvent business which owes money to you.					
X.	CERTIFICATION					
	all of the information provided in this reinformation may be a violation of Federal an interest that might reasonably tend to comember of my immediate family, which	der penalty of perjury, and pursuant to HRS eport is true and correct. I understand that and State law. I further understand that if I acreate a conflict of interest with my duties or au includes parents, siblings, spouse, or children organization in any matter pending before d shall not participate in said matter.	e providing false equire or possess athority, or I or a en, is an owner,			