

**FORT SMITH PUBLIC SCHOOLS  
EMPLOYEE  
GENERAL DISCLOSURE STATEMENT**

Employee Name:	Last 4 Digits of Social Security #:
School or Department:	Job Title:

**Choose one of the following two boxes to check and complete:**

☐ I have the following personal “direct interest” which could create transactions which are subject to Act 1599:

Legal Business Name	Description of Business	Ownership % (or description of direct interest)

☐ I have no “direct interest” of which I am aware that requires disclosure under Act 1599.

**Choose one of the following two boxes to check and complete:**

☐ I have the following household member(s) with a “direct interest” which could create transactions which are subject to Act 1599:

Household Member Name	Legal Business Name	Description of Business	Ownership % (or description of direct interest)

☐ I have no household member(s) with a “direct interest” of which I am aware that requires disclosure under Act 1599.

I hereby certify the above information to be true and correct to the best of my knowledge. I will notify the Fort Smith Public Schools of any interest or relationship that may occur in the future that requires disclosure under Act 1599.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**School Law (Act 1599):**

Unless disclosure is provided and approved, it is a breach of ethical standards for an employee to contract with Fort Smith Public Schools if the employee has knowledge that he or she is directly interested in the contract.

**Definitions:**

“**Contract**” means any transaction or agreement for the purchase, lease, transfer, or use of real property or personal property and personal or professional services, including but not limited to, motor vehicles, equipment, commodities, materials, services, computers or other electronics, construction, capital improvements, deposits, and investments.

“**Directly**” or “**directly interested**” means receiving compensation or other benefits personally or to an individual’s household from the person, business, or entity contracting with the public educational entity.

“**Compensation or other benefits**” means any monetary or non-monetary gain including without limitation, salary, fringe benefits, gratuities and bonuses received by owners, officers, directors, trustees, partners, managerial employees, or other executive employee. The definition does not include compensation or other benefits received by the following individuals:

- 1) Non-managerial or non-executive level employees;
- 2) Clerical or other similar hourly compensated employees;
- 3) Individuals who own a five percent (5%) or less interest in a company or entity; and
- 4) Individuals who own stock or other equity holding in any publicly held company.