

Contract Disclosure Form

Name of Public Educational Entity: **Fort Smith School District**
Name of Person Disclosing Transaction: **Debbie Griffin**
Business Name of Entity: **Garrett Book Company**

I am a (an) Board Member Administrator Employee

Mailing Address: **2339 Catcher Road
Van Buren, AR 72956** Home Telephone: **479-806-0822**
Work Telephone:

Nature of transaction subject to disclosure and approval:

The District desires to work with this local retail vendor when they are priced competitively.

Estimated dollar of transactions with public educational entity for entire school year:

< \$10,000

Check One:

- I have a financial interest in the transaction.
 A household member has a financial interest in the transaction.
 Both a household member and I have a financial interest in the transaction.

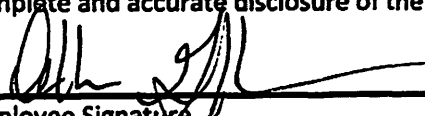
Nature of financial interest:

Employee works for commissions from Garrett Book Company.

Justification for Approval:

- Single source provider.
 As needed, goods or services will be purchased on quote/bid for lowest price.
 As needed, equal opportunity for local retail vendors to provide goods or services.
 Check here if Emergency Transaction as defined by A.C.A. § 6-24-101(9).

Please attach any other additional information or documents you believe are necessary for a full, complete and accurate disclosure of the facts and circumstances of the transactions.


Employee Signature

9-16-2024
Date

For Office Use Only

Date completed form received by district:

Telephone Number:

479-785-2501

School Official's Signature

Fax Number:

479-784-8108

Local Board Action:

Approved

Disapproved

Date Presented to Board:

Required to be presented to the Commissioner of the Department of Education for

written approval (resolution attached)? Yes

No

Date Certified to ADE:

Date Commissioner's Written Approval received by district:

Effective Date: