



Bernalillo County Compliance Office

Robert Kidd, Compliance Officer

Bernalillo County Annex, 415 Tijeras NW, First Floor, Albuquerque, NM 87102

(505) 468-1382 compliance@bernco.gov

Quarterly Gift Disclosure Form

(Gifts Under \$100 from any restricted donor)

LAST NAME _____ FIRST NAME _____ MIDDLE NAME: _____

NAME OF DEPARTMENT: _____

MAILING ADDRESS: _____

CITY _____ ZIP: _____ COUNTY _____

OFFICE OR POSITION HELD: _____

QUARTER ENDING (CHECK ONE): ___ MARCH ___ JUNE ___ SEPTEMBER ___ DECEMBER YEAR 20 ___

PART A: Please list below each gift received from a restricted donor, the value of which you believe is below \$100, accepted by you during the calendar quarter for which this statement is being filed. You are required to describe the gift and state the monetary value of the gift, the name of the person making the gift, and the date(s) the gift was received. If any of these facts, other than the gift description, are unknown or not applicable, you should so state on the form. Please refer to the instructions on the reverse side of the form, for the definitions of what constitutes a gift under the Code of Conduct and who qualifies as a restricted donor. **You are not required to file this statement for any calendar quarter during which you did not receive a reportable gift.**

Date Received	Gift Description	Monetary Value	Name of Person Making the Gift

___ CHECK HERE IF CONTINUED ON SEPARATE SHEET

PART B: Receipt Provided by Person Making the Gift: If any receipt for a gift listed above was provided to you by the person making the gift, you are required to attach a copy of that receipt to this form. You may attach an explanation of any differences between the information disclosed on this form and the information on the receipt.

___ CHECK HERE IF A RECEIPT IS ATTACHED TO THIS FORM



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I, _____, do depose on oath or affirmation and say that the information disclosed herein and on any attachments made by me constitutes a true, accurate, and total listing of all gifts required to be reported by Section 2-130 (d) (2) of the Bernalillo County Code of Conduct.

SIGNATURE, REPORTING CANDIDATE OR PUBLIC SERVANT

SUBSCRIBED AND SWORN TO before me this _____

day of _____, 20____ by _____

NOTARY PUBLIC

My Commission Expires _____

Part C: Filing Instructions: This form, when duly signed and notarized, must be filed with the Bernalillo County Clerk, One Civic Plaza NW, 6th Floor, ABQ, NM 87102. The form must be filed no later than the last day of the calendar quarter that follows the calendar quarter for which this form is filed (for example, if a gift is received in March, it should be disclosed by June 30).