

**DELAWARE COUNTY
ETHICS REPORTING FORM**

INSTRUCTIONS:

In order to comply with the Delaware County Ethics Policy, below please log all gifts that you received from business-related third parties. "A County official or employee who receives compensation or anything of value, including honoraria and gifts, in connection with his or her official duties from any source other than the public agency must report such receipt to the appointing authority". Please refer to the Delaware County Ethics Policy Section G, "Soliciting or Receiving Improper Compensation," for additional information.

Section I Employee Information

Print Name (Last, First, Middle) _____

Work Phone Number _____

Department _____

Work Title _____

Month Reported _____

Section II Gift Receipt Information

Date Received	Giver's Proper Name	Giver's Work Title	Giver's Organization	Type of Gift	Approximate Dollar Value
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

Employee's Signature _____

Date _____