

Once a year, all municipal employees must be provided with a Summary of the Conflict of Interest Law.

Please access and read the Summary here: <https://www.mass.gov/service-details/summary-of-the-conflict-of-interest-law-for-municipal-employees>.

After reading the summary, you are required to acknowledge in writing that you have received it. A copy of the acknowledgement is attached. You may choose to fill out either the Word document or the .pdf fillable form.

Kindly return the acknowledgement receipt to townclerk@carlislema.gov, or bring/mail it to the Town Clerk's Office. You may also turn your documents in at the school business office.

Acknowledgement of Receipt of Summary of the Conflict of Interest Law for Municipal Employees for the Town of Carlisle

I, (print your first and last name):

an employee at

(name of your municipal agency or department):

hereby acknowledge that I received a copy of the summary of the conflict of interest law for municipal employees, revised November 14, 2016,

Signature

Date

Municipal employees should complete the acknowledgment of receipt and return it to the individual who provided them with a copy of the summary. Alternatively, municipal employees may send an email acknowledging receipt of the summary to the Town Clerk's Office: townclerk@carlislema.gov