



Is your company on a cooperative contract? ☐ No ☐ Yes If yes, please list:	
We are not tax-exempt, is sales tax charged? ☐ No ☐ Yes	
Do you accept Visa Payments? ☐ No ☐ Yes Contact email address?	
Do you offer a prompt payment discount? ☐ No ☐ Yes If yes, what are the terms? _____ % _____ Days	
Are you or a family member currently employed with WESD? ☐ No ☐ Yes	
Have you ever been employed by WESD? ☐ No ☐ Yes When:	
Are you a member or a relative of the WESD Governing Board? ☐ No ☐ Yes When:	
Is your Business: ☐ Certified Small Business ☐ Disabled Veteran Business Enterprise ☐ LGBTQ Owned ☐ Minority Business Enterprise ☐ Native American Owned ☐ US DOT Certified DBE ☐ Veteran Owned ☐ Woman Business Enterprise	

Federal Taxpayer Identification Number (TIN) 	☐ Social Security Number, OR ☐ Employer Identification Number	☐ Individual/Sole proprietor ☐ Corporation ☐ Partnership ☐ other _____
Name as Shown on Federal Tax Documents (Individual/Sole proprietor provide owner's name)		

Rev 08/21/26

Washington Elementary School District #6

Conflict of Interest Disclosure Form

Company Name _____

Arizona State law (ARS, 38-503) requires you to disclose any substantial interest¹ you or your relatives² have in any Washington Elementary School District vote, decision, contract, sale or purchase. A Washington Elementary School District Board Member or employee must complete and submit this form promptly when a situation arises or may arise that requires disclosure.

Federal Law (2 CFR 200.112) requires the non-Federal entity must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.

Are you a WESD No. 6 Employee? ☐ No ☐ Yes (If Yes, a full Solicitation must be done)

Are you a WESD No. 6 Board Member? ☐ No ☐ Yes (If Yes, please see WESD Policy)

INITIAL NEXT TO EACH STATEMENT

☐ I understand that if I or a **relative** has financial or ownership interest in a Washington Elementary School District matter, I may not participate in it in any way for any segment on behalf of WESD

☐ I understand that if I or a relative is employed by, is sales representative for or owns part of a business, company, property or partnership I may NOT do any of the following on Washington Elementary School District behalf:

- Participate in selecting a vendor for the goods or services supplied by the business
- Vote on or approve the award of a contract to the business
- Supervise the work of the business for Washington Elementary School District
- Approve invoices from the business
- Participate in determining that Washington Elementary School District #6 needs the types of goods or services supplied by the business
- Participate in resolving any contract disputes between the business and Washington Elementary School District No. 6

Please select:

☐ No conflict of interest exists for me at this time. I have no financial and/or ownership interest in any business, company, partnership, or property.

☐ Yes, I have financial and/or ownership interest in a the following: ☐ Business ☐ Company ☐ Partnership ☐ Property

If Yes, name of business, company, partnership or property: _____

Company Email: _____ Telephone: _____

Provide a full description of your financial or ownership interest:

Describe any current or future matters that WESD is or may be involved in that affect the interests you identified above:

In signing this form, I understand that there are criminal and civil penalties for violating State of Arizona and Federal laws relating to conflicts-of-interest.

Printed Name: _____ Telephone: _____

Signature: _____ Date: _____

¹ **“Substantial Interest” Defined:** A “substantial interest” is any financial or ownership interest, direct or indirect, that isn’t a “remote interest.” For instance, employment by a firm creates a substantial interest. The situations that qualify as “remote interests” under law are very limited.

² **Persons Covered:** The law covers governing members and full-time, part-time and contract employees. Also, any substantial interest of these relatives will be attributed to your: spouse, child, grandchild, parent, grandparent, brother or sister -- whole or half blood – and their spouses and parents, or a brother, sister or child of a spouse.