

DECLARATION OF INTEREST TEMPLATE

I, (insert full name) _____ of (insert name of organisation) _____

declare my private interests as at (date) _____

Potential Conflict of Interest	Yes/ No	If Yes, Provide Details
Other Substantial Sources of Income: Do you receive substantial income from outside this organisation that could reasonably raise an expectation of a conflict of interest with your duties here?		
Office Holder: Do you hold office in a public or private organisation that reasonably raise an expectation of a conflict of interest with your duties here?		
Trusteeships: Are you a Trustee or a Director of any trustee company in which a member of your family is a beneficiary that could reasonably raise an expectation of a conflict of interest with your duties here?		
Agreements: Are you, or a member of your immediate family, party to any contract, agreement or understanding that gives rise to an obligation or an expectation of reward that could reasonably raise an expectation of a conflict of interest with your duties here?		
Other Interests: Do you, or any member of your immediate family, hold any other substantial financial or other interest that could raise an expectation of a conflict of interest with your duties in this role?		
Director's Duties: Have you ever been disqualified from acting as a Director, or acting in the management of a company?		

I (insert name) _____ am aware of the (insert name of organisation)
_____ Conflict of Interest policy and my obligations under it.

I declare that to the best of my knowledge the information I have provided is true and correct. I undertake to advise (insert name of organisation) _____ in writing if a conflict or potential conflict of interest arises in the future and to stand down in any decision making process in which I may be compromised.

Signature of declarant *Date*

Signature of witness *Date*

When signed and witnessed, please return to (insert name of organisation) _____