

# SCHENECTADY COUNTY BOARD OF ETHICS

[ethics@schenectadycounty.com](mailto:ethics@schenectadycounty.com)

620 State Street – County Office Building – 6<sup>th</sup> floor  
(County Auditor’s Office) - Schenectady, NY 12305-2114 (518) 388-4639

## **APPEAL REQUEST**

I hereby request an exemption from filing my annual Financial Disclosure Statement (FDS) form and I am submitting the following information. No previous request for an exemption has been made to the Board of Ethics by me or on my behalf. I understand that I must file an appeal within **10 days** of the receipt of the original notice to file.

Name \_\_\_\_\_

Home Address \_\_\_\_\_

Group & Title \_\_\_\_\_

Work Address \_\_\_\_\_

Daytime Phone \_\_\_\_\_

Email Address \_\_\_\_\_

### **1. My request for an exemption from filing a FDS is based upon:**

Please check all that apply:

- I have not been determined by my appointing authority to hold a policy making position, but an otherwise required to file a FDS.
  
- My duties do not involve the negotiation, authorization, or approval of:
  - Contracts, leases, franchises, revocable consents, concessions, variances, special permits or licenses, as defined in Section 73 of the Public Officers Law;
  - The purchase, sale, rental or lease of real property, goods or services, or a contract;
  - The obtaining of grant money or loans;
  - The adoption or repeal of any rule or regulation having the force and effect of law;

The public interest does not require disclosure in my case. The specific reasons and justification for my claim that the public interest does not require disclosure as follows:

Please list:

---

**2. Documents:**

Please check all that apply:

A copy of the job description for the title or job classification for which I seek an exemption is attached.

I have annexed the following supporting documents and they are to be made a part of the request.

Please list:

---

**3. Notice to Your Employer, Board, Authority, etc.:**

I have sent a copy of this request to my appointing authority on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

**I understand that the submission of this request does not extend the deadline for me to file my FDS. I further understand that I may, under compelling circumstances, apply to the Board of Ethics for an extension.**

Signed:

Date:

---

*The Board of Ethics will acknowledge the receipt of this request.*