



LOYOLA
UNIVERSITY
NEW ORLEANS

BOARD OF TRUSTEES

Loyola University New Orleans
Board of Trustees Conflict of Interest Disclosure Form

Name: _____

Do you, or does a member of your family, have or propose to have a business or financial relationship (as defined in the policy) with Loyola University New Orleans, either directly or through another entity in which you or the family member has an interest?

Yes _____ No _____

If yes, for each such relationship, please provide the following information:

The name of the person involved (either yourself or the family member and his or her relationship to you).

The name of the entity.

The entity's business or financial relationship to the University (e.g., supplier of goods or services).

The dollar value of this relationship (e.g., the cost to the University of the goods or services).

The date this relationship was established.

Who, if anyone, approved and monitors this relationship on behalf of the University.

The nature of your interest in the entity (e.g., employment, board seat, ownership interest), and the approximate monetary value, if any, of that interest.

During fiscal year ending July 31, 2010, did you or a member of your family, have a family or business relationship (as defined in the policy) with officers, trustees, or key employees (List attached) of Loyola University New Orleans, either directly or through another entity in which you or the family member has an interest?

Yes _____ No _____

For each family and business relationship, identify the persons and describe their relationship as "family relationship" or "business relationship" without greater detail.

Business relationship. Business relationships between two persons include any of the following:

- 1) One person is employed by the other in a sole proprietorship or by an organization with which the other is associated as a trustee, director, officer, key employee, or greater-than-35% owner;
- 2) One person is transacting business with the other (other than in the ordinary course of either party's business on the same terms as are generally offered to the public), directly or indirectly, in one or more contracts of sale, lease, license, loan, performance of services, or other transaction involving transfers of cash or property valued in excess of \$10,000 in the aggregate during the organization's tax year (indirect transactions are transactions with an organization with which the one person is associated as a trustee, director, officer, key employee, or greater-than-35% owner); and
- 3) The two persons are each a director, trustee, officer, or greater than 10% owner in the same business or investment entity.

Ownership is measured by stock ownership (either voting power or value) of a corporation, profits or capital interest in a partnership or limited liability company, membership interest in a nonprofit organization, or beneficial interest in a trust. Ownership includes indirect ownership (e.g., ownership in an entity that has ownership in the entity in question); there may be ownership through multiple tiers of entities.

Privileged relationship exception. A "business relationship" does not include a relationship between (1) attorney and client (2) medical professional (including psychologist) and patient, or (3) priest/clergy and penitent/communicant.

Describe any Family Relationship and/or Business Relationship that you have with any of the trustees, officers, key employees, highest compensated employees or highest compensated independent contractors for professional services or other services. List attached.

I certify that I have received, read and understand the University's conflict of interest policy and that the foregoing information is true and complete to the best of my knowledge. I certify that I will not engage in acts that would jeopardize the exempt status of the University. I agree that if there is a material change in any statement or information provided above, I will immediately notify the President and complete an amended disclosure form. I further agree that I will refrain from participating in the University's consideration of any proposed business or financial relationship in which I or a member of my immediate family may be interested, except to respond to questions or to provide further information.

Name (please print)

Signature

Date

(Please return the completed form to the President.)