

**APPLICATION TO REQUEST AN EXEMPTION FROM  
FILING A FINANCIAL DISCLOSURE STATEMENT**

**INDIVIDUAL EMPLOYEE APPLICATION**

**State of New York  
Ethics Commission  
for the Unified Court System**

25 Beaver Street, 8<sup>th</sup> Floor  
New York, NY 10004  
(212) 428-2899

Website: [www.nycourts.gov/ip/ethics](http://www.nycourts.gov/ip/ethics)  
Email: [ethicscomm@nycourts.gov](mailto:ethicscomm@nycourts.gov)

1. Name of Employee \_\_\_\_\_ Job Title & Code \_\_\_\_\_

2. \* Home Address: \_\_\_\_\_  
Street City/State Zip

3. Work Address: \_\_\_\_\_  
Street City/State Zip

4. Work Telephone (\_\_\_\_\_) \_\_\_\_\_

5. Do any of the duties of the title involve the negotiation, authorization or approval of: (Check either Yes or No for each)
- (i) contracts, leases, franchises, revocable consents, concessions, variances, special permits, licenses, permits or other forms of permission to engage in a profession, trade, or occupation, or to engage in any business activity regulated by a regulatory agency, which in the absence of such license, permit or other form of permission would be prohibited ☐ Yes ☐ No
  - (ii) the purchase, sale, rental or lease of real property, goods or a contract therefor ☐ Yes ☐ No
  - (iii) the obtaining of grants of money or loans ☐ Yes ☐ No
  - (iv) the adoption or repeal of any rule or regulation having the force and effect of law ☐ Yes ☐ No

6. State the reasons which support the claim that the duties of the job title do not involve any of the duties set forth in (5) above and that the public interest does not require disclosure, giving specific reasons and justifications therefor. (Annex additional pages if necessary.)

7. Annex a copy of the duties and specifications of the job title for which an exemption is requested.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**\*The Commission's decision will be sent to your home address.**