New York State Commission on Ethics and
Lobbying in Government
540 Broadway
Albany, New York 12207

APPLICATION REQUESTING AN EXEMPTION FROM FILING A FINANCIAL DISCLOSURE STATEMENT

Agency Instructions:

- Make sure an official job description for the title is attached.
- Attach a statement to support the position that the title does not involve the duties that would preclude an exemption from filing a Financial Disclosure Statement.

Union Instructions:

- Make sure an official job description for the title is attached.
- Provide a list of all agencies where such title is located, if known.
- Forward a copy of this form to all agencies where the title or job classification is located.
- Attach a statement to support the position that the title does not involve the duties that would preclude an exemption from filing a Financial Disclosure Statement.

An exemption request must be post-marked no later than May 15, 2025 for this Financial Disclosure Statement.

Return this form to:

New York State Commission on Ethics and
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540 Broadway
Albany, New York 12207

The Commission, at its discretion, may grant the exemption if (1) the public interest does not require disclosure, and (2) the individual's official 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 therefor;
- the obtaining of grants of money or loans; or
- the adoption or repeal of any rule or regulation having the force and effect of law.

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AGENCY/UNION EXEMPTION REQUEST FORM

Name of Organization or State Agency Requesting Exemption:			
Name of Individual Authorized to file request			
Title		**Work Phone**	
Street		**City, State, Zip**	
Work E-mail			

Title, Title Code and Annual Compensation of the position for which an exemption is requested:	**Title**	**Title Code**	**Annual Compensation**

Please check "YES" or "NO" for each of the following questions	**YES**	**NO**
Have you previously applied for an exemption for the current title and agency? If **"YES"** enter **(Year_____) Agency name:_____**	☐	☐
Do the duties of the title 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)?	☐	☐
Do the duties of the title involve the purchase, sale, rental or lease of real property, goods or services, or a contract therefor?	☐	☐
Do the duties of the title involve the obtaining of grants of money or loans?	☐	☐
Do the duties of the title involve the adoption or repeal of any rule or regulation having the force and effect of law?	☐	☐
A copy of this form and attachments must be filed with the appointing authority of the State agency or agencies where the title is located. Check "YES" to confirm this form has been filed with the State agency or agencies.	☐	☐
A copy of this title description **must be** attached. Check "YES" to confirm the title description is attached.	☐	☐

State any additional facts which support the conclusion that the duties of the title do not involve any of the duties set forth above.

Signature **Date**

On behalf of: