



Mississippi Valley State University



Professional Service Contracts with Independent Contractors Conflict of Interest Disclosure Form

Contractor's Name		Type of Business
Address		Phone #
City		Fax #
State	Zip Code	Email

Employee Whom Conflict may arrive
Leave Blank if there is no individual and check 2a then sign below

Name:	Department:
Position:	Phone #: Email Address:

Contractor's Statement of

Certification

By signing below I hereby certify:

1. I have read and understand MVSU Policy: Conflict of Interest and Financial Disclosure Policy, and MVSU Policy: Faculty Consulting Policy. If applicable, I have also read and understand MVSU Policy: Compensated/Uncompensated Professional Activities Outside the University (Administrators & Other Contract Professionals),
2. I have (check the box that applies):
 - a. No relationships or financial interests that are or might reasonably be perceived to be in conflict with my duties as a Contractor at MVSU. (If you check this box, you may skip the rest of this form; please sign below and return.
 - b. Potential conflicts of interest not previously disclosed as described in the Disclosure Statement below.
 - c. A potential conflict of interest which has been duly disclosed previously and there has been no change which requires an updated disclosure.

Disclosure Statement

1. I, my spouse (or domestic partner) and/or my dependent children have the following interests or relationships with said employee (check all applicable):

University Employee Statement of Interest

A Significant Financial Interest in an entity engaged in commercial or research activities directly related to my MVSU duties as follows:

Salary or other payment for services (e.g., consulting fees or honoraria) >\$10,000 annually.

Ownership interest (e.g. stock, stock options, partnership interest, or other) >5% ownership and > \$10,000 in value.

Intellectual property rights (e.g., patents, copyrights, and royalties from such rights) arising from the use of University resources.

Hold a position of executive, officer, or director in a business engaged in commercial or research activities directly related to my MVSU responsibilities.

2. In my position at MVSU, I have responsibility for decisions which may result in direct benefits or detriments to:

A relative as defined in MVSU's Nepotism Policy (child, parent, grandparent, great-grandparent, grandchild, great-grandchild, brother, sister, aunt, uncle, niece, nephew or cousin, by blood relationship; spouse, or brother, sister, parent, or child of spouse; or spouse of one's brother, sister, parent or child).

A person with whom I (or my Spouse (or Domestic Partner) or Dependent Children) have a financial interest with this company.

3. I participate as an employee, officer, board member, or owner in an entity which has (or wishes to have) rights to intellectual property for which I was an inventor or creator in my work for MVSU.

4. Other potential conflict of interest (provide brief explanation) Further I agree:
- To update this disclosure on an annual basis and any time new reportable significant financial interests are obtained.
 - To cooperate in the development of a Conflict Management Plan, if determined necessary by the University.
 - To comply with any conditions or restrictions imposed by the University to manage, reduce, or eliminate actual or potential conflicts of interest.

Employee's Sign: _____
Only if applicable

Business Owner Signed: _____

Date: _____

Employee's Note: