**APPENDIX 3** 

CONFLICT OF INTEREST AND DISCLOSURE CERTIFICATION (For use by officers, directors and board members of the Sponsor or Owner, as appropriate)

TO: The Secretary of Housing and Urban Development

SUBJECT: Sponsor: Owner: Project Name: Project No.:

The undersigned, as <u>(Position/Title)</u> of the above-named Sponsor/Owner, hereby certifies that as of the date that this certification is made and except as fully described in the signed statement attached hereto:

- 1. That I have not had and will not have during my term of office, any financial interest in any contract, or in the firm/corporation of any consultant, general contractor, architect, attorney, management agent, seller of the land, accountant, subcontractor, material supplier, equipment lessor, surety, title and recording company, or the insurance agent providing hazard insurance, which has such a contract with the Owner in connection with the rendition of services, the provisions of goods or supplies, procurement of furnishings and equipment, construction of the project, procurement of the site, or other matters whatsoever relating to this project.
- 2. That I have not received and will not receive any compensation from the Owner for my services as an officer, director, authorized agent or otherwise.
- 3. If a management contract is entered into by the Owner and the Sponsor or its nonprofit affiliate, I am aware that, in such cases, only <u>two</u> paid officers, directors, board members or authorized agents of the Sponsor may also serve as nonvoting directors of the Owner corporation for the primary purpose of executing documents on behalf of the Owner.

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- 4. That I do not have and am aware that it is impermissible for me to have a family relationship by virtue of blood (i.e., grandparents, parents, brothers, sisters and children), marriage (including common-law marriage, if recognized by the State), or adoption with any officer, director, board member, partner, or authorized agent of the consultant, general contractor, architect, management agent, attorney, seller of the land, accountant, subcontractor, material supplier, equipment lessor, surety, title and recording company, and insurance agent providing hazard insurance which has such a contract with the Owner in connection with the rendition of services, the provisions of goods or supplies, procurement of furnishings and equipment, construction of the project, procurement of the site, or other matters whatsoever relating to this project.
- 5. Should I become aware of any relationships described in paragraphs 1 thru 4 of this certification or should any such relationships come into being subsequent to the submission of this certification, I will provide notification to the local HUD Field Office within 10 working days.

Date

Officer/Director

WARNING

Section 1001 of Title 18 of the United States Code (Criminal Code and Criminal Procedure, 72 Stat. 967) applies to this certification (18 U.S.C. 1001, among other things, provides that whoever knowingly and willfully makes or uses a document or writing knowing the same to contain any false, fictitious or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of the United States, shall be fined no more than \$10,000 or imprisoned for not more than five years, or both).

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