

## Board of Trustees Financial Disclosure Information

### 1. FORM 1 - Limited Financial Disclosure

- **Required for all members on the Board of Trustees.**
- **FORM 1 is mailed annually to returning Trustees, but available online on the Florida Commission on Ethics website.**
  - The University's coordinator for the Florida Commission on Ethics (Alex Landback) will send out a blank copy of the form and reminders each year to new and returning Trustees.
- **Filing requirements are set forth fully on the form.**
  - In general, this includes the reporting person's sources and types of financial interests, such as the names of employers and addresses of real property holdings. NO DOLLAR VALUES ARE REQUIRED TO BE LISTED.
  - In addition, the form requires the disclosure of certain relationships with, and ownership interests in, specified types of businesses such as banks, savings and loans, insurance companies, and utility companies.
- **DEADLINES**
  - **Within thirty (30) days from the date of appointment to the Board.** Those appointees requiring Senate confirmation must file prior to confirmation.
  - **Required to file annual disclosure by July 1 of each year.**
  - **Grace period until September 1. After that date, \$25 daily fine is accrued.**
- **Form is submitted directly to the Florida Commission on Ethics.**

### 2. FORM 1F – Final Form 1 Limited Financial Disclosure

- **Required to be filed within sixty (60) days of leaving the Board.**
  - This covers the disclosure period between January 1 and the last day of membership on the Board.
  - For example: Term on the Board ends in May, 1 2023. Form 1 for 2022 (previous taxable year) must be filed by July 1, 2023 AND Form 1F must ALSO be filed within 60 days of last day on Board for the period between January 1, 2023 and May 1, 2023.