

CHATHAM EDUCATION FOUNDATION  
CONFLICT OF INTEREST POLICY  
FINAL Approved 12/06/11

The Board of Trustees is elected to serve the Chatham Education Foundation (CEF) and its constituencies. The men and women who accept this position are expected to carry out their duties in a manner that inspires and assures the confidence of CEF and the broader community.

The Trustees shall exercise the utmost good faith in all transactions touching upon their duties to the organization and its property. In their dealings with and on behalf of the organization, they are held to a strict rule of honest and fair dealing between CEF's interest and that of any individual Trustee.

A conflict of interest arises in any situation in which a Trustee (and his or her immediate family) is involved in any activity that could adversely affect his or her judgment with respect to the business of the Foundation or otherwise diminish the interest of the organization. When such a conflict arises, the individual with the conflict is expected to disclose in writing to the President of the Board of Trustees the existence of the conflict and excuse himself or herself from consideration of any institutional matter relating to the conflict.

**Conflict of Interest Statement**

Fiscal Year 2013-2014

I, the undersigned Trustee, hereby state that, to the best of my knowledge, except as described below, I:

Do not hold any office, board seat, or have a personal financial interest, directly or indirectly, in any corporation, partners or entity, which transacts with the business of CEF;

Do not individually transact any business, directly or indirectly, with CEF; and

Am not related to any individual in the employ of CEF or doing business with CEF.

(List here any exceptions to the above statement)

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I agree that if in the future any situation arises which would require disclosure of a real or potential conflict of interest, I will notify the President of the Board of Trustees immediately in writing.

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Print Name

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Signature

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Date

**ANNUAL CONFLICT OF INTEREST STATEMENT FOR  
BOARD OF TRUSTEES OF THE CHATHAM EDUCATION FOUNDATION**

I, the undersigned, being a trustee of the Chatham Education Foundation (CEF), hereby state that I have received, reviewed, understand, and am in compliance with, the Conflict of Interest provisions of CEF.

Listed below are any actual or potential conflicts of interest that have not been disclosed to the Board:

I agree to answer any questions that the Board of Trustees for CEF may have with respect to any actual or potential conflicts of interest, but understand that all such information will be held in confidence by the Board, unless the best interests of CEF dictate otherwise and a majority of the full board of CEF votes in favor of further disclosure.

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Date

Printed Name/ Signature