



**CITY OF ATLANTA BOARD OF ETHICS
APPEAL OF FINANCIAL DISCLOSURE PENALTIES**

Request for Administrative Review

I request an administrative review of the penalties imposed on me for violating section 2-814 of the Code of Ethics. I understand that I must file the annual financial disclosure statement before I am entitled to an administrative hearing before the Ethics Office.

Name _____

Department or Board _____

Home mailing address _____

Telephone number _____
Day-time Other

E-mail address _____

Reasons for filing after the deadline or failing to comply with other financial disclosure requirements:

Relief that I seek: _____

Date I filed the City Financial Disclosure Statement _____

Date I was notified about delinquency _____

I agree to have the Ethics Officer make a decision without a hearing and based on the records I provided.
 Yes No

Date of administrative hearing (set by Ethics Office) _____

I have reviewed the Rules for Appeals of Financial Disclosure Penalties and declare under penalty of perjury that I am filing this request for review within 30 days of the notice of delinquency and to the best of my knowledge this appeal is a true, accurate, and complete statement of my interests.

Signature

Date

Filing Instructions: Any request for review must be in writing and filed within 30 days of the notice of delinquency by (1) mailing this completed form to City of Atlanta Ethics Office, 68 Mitchell St., SW, Suite 3180, Atlanta, GA 30303; (2) hand delivery to the Ethics Office, City Hall Tower, Third Floor; (3) fax to the Ethics Office at 404-658-7720; or (4) attachment to an email sent to ethicsofficer@atlantaga.gov.