

RELATED PARTY DISCLOSURE

North Dakota Department of Transportation, Executive Office

SFN 62652 (8-2025)

2 CFR 200.318(c) Conflicts of Interest Related party transactions may occur when an employee is related to another employee or to a vendor and there is a risk that the transaction is in the employee's self interest rather than the organization's interest.

Provide the following information for all **employees** who are related to any **vendors**:

| Vendor Name | Employee Name | Specify Relationship (spouse, in-law, etc.) | Products/Services Provided | Total Payments During Year |
|-------------|---------------|--|-------------------------------|-------------------------------|
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Please provide the following information for all **employees** who are related to any other **employees**:

| | Employee 1 | Employee 2 | Employee 3 | Employee 4 |
|---|------------|------------|------------|------------|
| Name | | | | |
| Title/Position | | | | |
| Wages/Salary | | | | |
| Bonus | | | | |
| Other Compensation | | | | |
| Total Compensation | | | | |
| Total Annual Hours | | | | |
| Job Duties | | | | |
| Employee Related to | | | | |
| Specify Relationship (spouse, in-laws, etc.) | | | | |

Certification

I certify to the best of my knowledge and belief that the information provided herein is true, complete, and accurate. I am aware that the provision of false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative consequences including, but not limited to violations of U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812.

| | |
|--------------|-------|
| Signature | Title |
| Printed Name | Date |