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**ACKNOWLEDGMENT OF RECEIPT**

I, \_\_\_\_\_, an employee at \_\_\_\_\_,  
*(first and last name)* *(name of municipal dept.)*  
hereby acknowledge that I received a copy of the summary of the conflict of interest law  
for municipal employees, revised November 14, 2016, on \_\_\_\_\_.  
*(date)*

*Municipal employees should complete the acknowledgment of receipt and return it to the individual who provided them with a copy of the summary. Alternatively, municipal employees may send an email acknowledging receipt of the summary to the individual who provided them with a copy of it.*