**Affidavit of Official Interest in Claim, LMC Model Form**

*League models are thoughtfully developed by our staff for a city’s consideration. Models should be customized as appropriate for an individual city’s circumstances in consultation with the city’s attorney. Helpful background information on this model may be found in the information memo “[Official Conflict of Interest.”](https://www.lmc.org/resources/official-conflict-of-interest/)*

**This icon marks places where the city must customize the model. They offer additional provisions, optional language, or comments for your consideration. The icon, and language you do not wish to include, should be deleted from this model before use. Make other changes, as needed, to customize the model for your city.**

STATE OF MINNESOTA )

COUNTY OF \_\_\_\_\_ )

I, \_\_\_\_\_ being duly sworn state the following:

 *Insert the name of the interested officer.*

1. I am \_\_\_\_\_ of the city of \_\_\_\_\_, Minnesota.

*Insert the office held by the interested official.*

1. On \_\_\_\_\_, the following \_\_\_\_\_were furnished by \_\_\_\_\_ to the city of \_\_\_\_\_:

*Insert the date in the first blank.*

*Insert* “*either “goods” or “services”, depending on your circumstance, in the second blank.*

*Insert the name of the business or person with whom the contract was made in the third blank.*

*Following the colon specify the type of goods or services that were bought*.

1. The contract price for such \_\_\_\_\_ was $\_\_\_\_\_ and their reasonable value was $\_\_\_\_\_.

*Insert* “*either “goods” or “services”, depending on your circumstance.*

1. At the time, such \_\_\_\_\_ were furnished to the city, I had the following personal financial interest in this contract:

*Insert* *either “goods” or “services”, depending on your circumstance. Following the colon specify the nature of the personal financial interest.*

To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the \_\_\_\_\_ could be obtained from other sources.

*Insert* “*either “goods” or “services”, depending on your circumstance.*

I further state that this affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part of the claim has been paid.

*The affidavit must be signed by the interested official.*

Subscribed and sworn to before me this \_\_\_\_\_ day of Month, Year.

*The affidavit must be signed by a notary*.