



# SPAY NEUTER NETWORK

## GIFT POLICY AND DISCLOSURE FORM

As part of its conflict of interest policy, SNN requires that directors, officers and employees decline to accept certain gifts, consideration or remuneration from individuals or companies that seek to do business with SNN or are a competitor of it. This policy and disclosure form is intended to implement that prohibition on gifts.

- Section 1.** “Responsible Person” is any person serving as an officer, employee or a member of the board of directors of SNN.
- Section 2.** “Family Member” is a spouse, domestic partner, parent, child or spouse of a child, or a brother, sister or spouse of a brother or sister, of a Responsible Person.
- Section 3.** “Contract or Transaction” is any agreement of relationship involving the sale or purchase of goods, services, or rights of any kind, receipt of a loan or grant, or the establishment of any other pecuniary relationship. The making of a gift to SNN is a “contract” or “transaction.”
- Section 4.** Prohibited gifts, gratuities and entertainment. Except as approved by the Chairman of the Board or his designee or for gifts of a value less than \$50 which could not be refused with discourtesy, no Responsible Person or Family Member shall accept gifts, entertainment or other favors from any person or entity which:
1. Does or seeks to do business with SNN or,
  2. Does or seeks to compete with SNN or,
  3. Has received, is receiving, or is seeking to receive a Contract or Transaction with SNN.

## GIFT STATEMENT

I certify that I have read the above policy concerning gifts, and agree that I will not accept gifts, entertainment or other favors from any individual or entity, which would be prohibited by the above policy. Following my initial statement, I agree to provide a signed statement at the end of each calendar year certifying that I have not received any such gifts, entertainment or other favors during the proceeding year.

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Signature

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Date