The Ethics in Public Service Act requires that any legislator or legislative employee who has an employment relationship with a state agency must disclose that relationship to the Board. Furthermore, if the spouse or domestic partner of a legislator or legislative employee has an employment relationship with a state agency, the legislator or legislative employee must disclose that relationship as well. This form is the necessary notification. The completed form signed and dated, together with any documentation which would be helpful in describing the employment relationship, should be returned to:

Legislative Ethics Board  
Attn: Jennifer A. Strus, Counsel  
101 Legislative Building  
Olympia, WA 98504-0482

**A LEGISLATOR OR LEGISLATIVE EMPLOYEE SHOULD COMPLETE THIS FORM.**

### I. Legislator/Legislative Employee Information

**Name of Legislator or Legislative Employee:** ________________________________________________

**Job Title of Legislative Employee:** ______________________________________________________

**Description of Legislative Duties:** ______________________________________________________

### II. State Agency Employment Information

**Name of Person (Spouse or Domestic Partner of a Legislator or Legislative Employee) Employed by State Agency (if different than above):** ________________________________________________

**Name of State Agency:** ______________________________________________________________

**Job Title of Employment at State Agency:** ______________________________________________

**Description of State Agency Duties:** ____________________________________________________

**Was the position obtained after a competitive hiring process?**

- [ ] Yes
- [ ] No

**Signature:** ____________________________________________________________

**Date:** ________________________________________________________________

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1. RCW 42.52.010(1) defines “agency” as “any state board, commission, bureau, committee, department, institution, division, or tribunal in the legislative, executive, or judicial branch of state government. ‘Agency’ includes all elective offices, the state legislature, those institutions of higher education created and supported by the state government, and those courts that are parts of state government.”

2. The Legislative Ethics Board considers an “open and competitive” process as one in which the regular competitive hiring process was employed.