BOARD OF TRUSTEES CONFLICT OF INTEREST FORMS

I. **Exhibit Title** – Request for Waiver and Waiver Authorization

II. **Exhibit Contact** – Executive Administrative Assistant to the President

III. **Exhibit** - See exhibit on following pages

Legal References: None

Board Approved 3/10/2021
WESTERN DAKOTA TECHNICAL COLLEGE BOARD OF TRUSTEES
REQUEST FOR WAIVER

Date: ______________________

Name of the board trustee requesting the waiver:

Brief explanation of the potential conflict of interest:

Brief explanation of the essential terms of the contract(s) or transaction(s) from which a potential conflict of interest may arise, including:

(1) all parties to the contract

(2) the person’s role in the contract or transaction

(3) the purpose(s)/objective(s) of the contract

(4) the consideration or benefit conferred or agreed to be conferred upon each party

(5) the length of time of the contract

(6) any other relevant information

Signature of Person Requesting Waiver: ________________________________

THIS IS A PUBLIC DOCUMENT
A written request for waiver of conflict, dated___________, was received from

___________________________________________. The request was acted upon by the members of the
Western Dakota Technical College Board of Trustees during a meeting held on__________.

_____ The request for waiver was denied because the terms of the contract were not considered fair and reasonable, or contrary to the public interest.

_____ The request for waiver was authorized because the terms of the contract are fair, reasonable, and not contrary to the public interest such that a waiver should be granted.

_____ The request for waiver was authorized because the terms of the contract are fair, reasonable, and not contrary to the public interest such that a waiver should be granted, subject to the following conditions:

Signature of Board Chair or Authorized Member

______________________________

Printed Name: _______________________________

Date ______________________________

Date mailed to Auditor General ________________________

THIS IS A PUBLIC DOCUMENT