**WOKINGHAM BOROUGH COUNCIL**

**Declaration of Related Party Transactions and Activities by Contractors/Partners/Suppliers**

**2017/18**

Contractor:

Address:

Please sign either **Declaration A** (if you have Transactions/Activities to declare) **OR Declaration B** (if you have no Transactions/Activities to declare). If Declaration A is signed, please give descriptions of the Transactions/Activities, the amounts involved and any other elements which may be necessary for a better understanding of what the Transactions/Activities were.

**Please return the completed document to:**

**Democratic Services**

**Wokingham Borough Council**

**Shute End**

**Wokingham**

**RG40 1BN**

**with your tender.**

**Declaration A**

**I hereby declare the following Transactions/Activities between the Council (WBC) and the organisations mentioned below in the period**

***19th March 2017 to 18th March 2018***

Companies in which I served on the Board of Directors:

|  |  |
| --- | --- |
| *Company/Partnership:* | *Transactions/Activities with WBC:* |
|  |  |
|  |  |
|  |  |
|  |  |

Companies in which I was employed as a senior manager or executive:

|  |  |
| --- | --- |
| *Company/Partnership:* | *Transactions/Activities with WBC:* |
|  |  |
|  |  |
|  |  |
|  |  |

Companies in which I had material partnership interests or shareholdings:

|  |  |  |
| --- | --- | --- |
| *Company/Partnership:* | *% Partnership/*  *Shareholding* | *Transactions/Activities with WBC:* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Voluntary organisations in which I was a member of the Management Committee or Governing Body:

|  |  |
| --- | --- |
| *Voluntary Organisation:* | *Transactions/Activities with WBC:* |
|  |  |
|  |  |
|  |  |
|  |  |

Voluntary organisations in which I was a Director, consultant or senior manager:

|  |  |
| --- | --- |
| *Voluntary Organisation:* | *Transactions/Activities with WBC:* |
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|  |  |
|  |  |
|  |  |

Companies in which a member of my family or close acquaintance was a member of the Board of Directors, or was a senior manager, executive or consultant. Please indicate the nature of the relationship, e.g. son, brother:

|  |  |  |
| --- | --- | --- |
| *Company/Partnership:* | *Family Member/*  *Close Acquaintance* | *Transactions/Activities with WBC:* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**I hereby declare the following Transactions/Activities between the Council (WBC) and the organisations mentioned below in the period**

***19th March 2017 to 18th March 2018***

Companies/Partnerships in which a member of my family or close acquaintance had material partnership interests or shareholdings. Please indicate the nature of the relationship, e.g. son, brother:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Company/Partnership:* | *% Partnership/ Shareholding:* | | *Family Member/*  *Close Acquaintance:* | | *Transactions/*  *Activities with WBC:* |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |

Voluntary organisations in which a member of my family or close acquaintance was a member of the Management Committee or Governing Body. Please indicate the nature of the relationship, e.g. son, brother:

|  |  |  |
| --- | --- | --- |
| *Voluntary Organisation:* | *Family Member/*  *Close Acquaintance* | *Transactions/Activities with WBC:* |
|  |  |  |
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|  |  |  |
|  |  |  |

Voluntary organisations in which a member of my family or close acquaintance was a Director, consultant or senior manager. Please indicate the nature of the relationship, e.g. son, brother:

|  |  |  |
| --- | --- | --- |
| *Voluntary Organisation:* | *Family Member/*  *Close Acquaintance* | *Transactions/Activities with WBC:* |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Signed: Name:**

**(CAPITALS PLEASE)**

**Date:**

**Declaration B**

**I declare that I had no related party Transactions/Activities with the Council (WBC) in the period *19th March 2017 to 18th March 2018*, as none of the categories of Transactions/Activities cited in Declaration A were applicable to me.**

**Signed: Name:**

**(CAPITALS PLEASE)**

**Date:**