

KEY MANAGEMENT PERSONNEL DECLARATION STATEMENT

ATTACHMENT 2

This statement is used to collect the required information in order to prepare The City's consolidated audited financial statements. Please refer to *Instructions for Key Management Personnel Declaration Statement* for direction on how to complete the statement. **This statement is used to disclose transactions that are not executed at Fair Market Value. Disclosure on the financial statements is required if there are transactions that are quantitatively and/or qualitatively material to The City's the financial statements.** If there are no transactions to disclose, check the first box and leave the remainder of the table blank, and sign the statement.

<input type="checkbox"/> I and/or my Close Family Members do not have any reportable related party transactions to disclose.						
<input type="checkbox"/> I and/or my Close Family Members have reportable related party transactions to disclose and have listed relevant transactions below.						
Company Name	What does the Related Party provide to The City?	What does the Related Party receive from The City?	Total Value of Transactions In Thousands (000's)	Fair Market Value of Transactions In Thousands (000's)	Contract in place?	Outstanding Amount In Thousands (000's)
1.			20XX: \$ Currency:	20XX: \$ Currency:	YES or NO	<u>As at Dec 31, 20XX</u> City owes \$ City is owed \$
2.			20XX: \$ Currency:	20XX: \$ Currency:	YES or NO	<u>As at Dec 31, 20XX</u> City owes \$ City is owed \$

I have made inquiries of my Close Family Members and related parties. To the best of my knowledge the information provided in this statement is a complete and accurate record of the matters set out in it for the fiscal year from January 1, 20XX to December 31, 20XX. The personal information is collected under the authority of section 33 (c) of the Freedom of Information and Protection of Privacy Act (Alberta) and section 279 (b) of the Municipal Government Act. It will be used for the purposes of preparing annual financial statements in accordance with the CPA Canada Public Sector Accounting Handbook (PSA) Section 2200: Related Party Disclosures.

If you have questions regarding the collection of this information please contact: Finance Manager, Corporate Financial Reporting

Name: _____

Position: _____

Signature: _____

Date: _____

To be received on or before February 15, 20XX

ISC: Confidential (when form is filled out with personal information for FOIP Purposes, template is not confidential)