



SPECIAL OCCASION GIFT WAIVER REQUEST

This form should be used by any House Member, officer, or employee who is seeking a waiver of the House gift rule (House Rule 25, clause 5) for gifts the individual anticipates receiving in connection with a wedding or engagement, the birth or adoption of a child, or a death in the family. **Please file this form with the Committee’s Office of Advice and Education in 1015 Longworth HOB.**

Name of Requester: _____ Date: _____

Signature of Requester: _____

Employing Member/Committee: _____

Office Address: _____

Office Telephone: _____

Occasion for which a gift rule waiver is requested (check one):

Wedding/engagement Birth/adoption of child Death in family

Other: _____

Date (or anticipated date) of occasion: _____

Have you already received any gifts that require a waiver? Yes No (*If you have already received any such gifts, you must provide details on those gifts and donors as an attachment to this form*).

Conditions for Approval:

Notwithstanding the grant of this waiver, you should exercise caution in accepting any gift that likely would not have been offered but for your status as a House employee. With regard to any such gift, you should consider its source, nature, and value, as well as any possible conflict of interest with official duties.

This approval applies only to the acceptance of gifts under the gift rule. If you are required to file an annual Financial Disclosure Statement, you must report all gifts totaling more than \$390 from a single source; however, gifts having a value of \$156 or less need not be counted towards that \$390 limit. If you also wish a waiver of the statutory reporting requirement, you must submit a separate written request to the Committee. Any such request, and the Committee’s response, will be made publicly available pursuant to section 102(a)(2)(C) of the Ethics in Government Act.

Request Approved pursuant to House Rule 25, clause 5(a)(3)(T):

Date: _____

Chairwoman

Ranking Member