



***In Your Shoes, a giving circle***

**Conflict of Interest Agreement**

Member Name: \_\_\_\_\_  
*Please print clearly*

"We, the Directors, Officers (Guiding Circle) and General Members of *In Your Shoes, a giving circle*, resolve that no member of the Organization shall participate in any discussion or vote on any matter in which he or she or a member of his or her immediate family has potential conflict of interest due to having material economic involvement regarding the matter being discussed. When such a situation presents itself, the director, officer and/or general member must announce his or her potential conflict, disqualify himself or herself, and be excused from the meeting until discussion is over on the matter involved. The President/Co-Presidents of the Guiding Circle is expected to make inquiry if such conflict(s) appears to exist and the member has not made it known.

A conflict of interest is defined as an actual or perceived interest by a Director, Officer (Guiding Circle) and/or General Member in an action that results in or has the appearance of resulting in, personal, organizational or professional gain. The definition of conflict of interest also includes any bias or the appearance of bias in a decision-making process that would reflect a dual role played by a member of the organization. All members are to avoid any conflict of interest and even the appearance of a conflict of interest.

*I hereby certify that I, \_\_\_\_\_, will comply with this Conflict of Interest Agreement as a Member of In Your Shoes, a giving circle, and abide by the Conflict of Interest Policy as herein written.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_