



# KETCHIKAN GATEWAY BOROUGH BOARD OF ETHICS

## ***REQUEST FOR AN ADVISORY OPINION***

(A) Upon the written request of a borough official, the Board of Ethics shall issue an advisory opinion interpreting the COI Code. The requester shall supply any additional information requested by the Board in order to issue the opinion. The request shall be on a form provided by the Borough Clerk and shall be submitted to the Borough Clerk's Office.

(B) The request shall be submitted at least five (5) days prior to a meeting of the Board in order to be considered at that meeting.

(C) The Board may reconsider, revoke, or modify an advisory opinion at any time.

(D) A request for advice made under subsection (A) of this section is confidential to the extent permitted by law unless the subject of the opinion waives confidentiality and authorizes in writing the release of the request or the full text of the advisory opinion.

(E) The Board shall make the advisory opinion issued under this section available for public inspection with sufficient deletions to prevent disclosure of the persons whose identifies are confidential under subsection (D) of this section.

**Full Name** \_\_\_\_\_

**Residence Address** \_\_\_\_\_

**Mailing Address** \_\_\_\_\_

**E-Mail Address** \_\_\_\_\_

**Work Phone** \_\_\_\_\_ **Home Phone** \_\_\_\_\_

**Cell Phone** \_\_\_\_\_ **Fax Number** \_\_\_\_\_

**Please explain your question completely. You may identify the KGB Code section(s) you believe may pertain to your situation. The KGB Code is available on the Borough's website at [www.borough.ketchikan.ak.us](http://www.borough.ketchikan.ak.us) , or in the Borough Clerk's Office, and at the Ketchikan Public Library.**

**(Attach your question and complete explanation to this cover sheet.)**

**I hereby affirm that to the best of my knowledge the information provided is complete and correct.**

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

**OFFICIAL USE**

**Date Request Received:** \_\_\_\_\_

**Request Number:** \_\_\_\_\_