

## ASSET, INCOME, AND LIABILITY DECLARATION FORM

### I. Reason for the Declaration

Indicate it by ticking the appropriate box.

- 1. Assumption of office
- 2. Annual declaration
- 3. Vacation of office

### II. Details of the declarant and his/her spouse, children and dependents

In this part, please provide your personal information. If applicable, provide your spouse, children and dependents' personal information. Please tick the appropriate box to indicate your relationship.

Name	Relationship				CID No.	EID No	Birth of Date	Employing agency	Permanent Address	Phone/ Mobile number
	Self	Spouse	Child	Dependent						
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

### III. Declaration of Asset, Income and Liabilities

In this part, please provide the details of assets owned by you, your spouse, children and dependents. However you need not provide the details in respect of your spouse, children and dependents, if they have to declare to their respective organisations.

#### 1. Immovable properties such as land and building/house

Owner's Name	Relationship				Types of asset	Plot /Thram no & Size	Location	Current market value	Acquisition			
	Self	Spouse	Child	Dependent					Cost	Year	Mode	Source of Finance
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
<b>Total</b>												

#### 2. Shares and stocks

Owner's Name	Relationship				Certificate / CD No	No of shares and stocks	Name of company /business	Current market value	Acquisition			
	Self	Spouse	Child	Dependent					Cost	Year	Mode	Source of Finance
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
<b>Total</b>												

### 3. Vehicle/machineries

Owner's name	Relationship				Types of vehicles / machineries	Model & year of manufacture	Registration no	Current market value	Acquisition			
	Self	Spouse	Child	Dependent					Cost	Year	Mode	Source of Finance
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
Total												

### 4. Interest bearing deposits

Owner's name	Relationship				Types of deposit	Account no	Bank / financial institution/companies	Amount	Source of deposits
	Self	Spouse	Child	Dependent					
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
7.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
Total									

### 5. Convertible assets.

Convertible assets such as the works of art, jewellery, gold and other objects exceeding a value of Nu.100, 000/= per item.

Owner's name	Relationship				Types of assets	Current market value	Acquisition			
	Self	Spouse	Child	Dependent			Cost	Year	Mode	Source of Finance
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Total										

### 6. Commercial activities and intellectual properties.

Owner's name	Relationship				Name of activities	Licence no.	Current market value	Acquisition			
	Self	Spouse	Child	Dependent				Cost	Year	Mode	Source of Finance
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>							
Total											

**IV - Income statement.**

In this part, please provide income statement of your, your spouse, children and dependents for the past year. However, you need not provide income statement in respect of your spouse, children and dependents, if they have to declare to their respective organizations.

Earner's name	Relationship				Income from							Grand total (Nu)
	Self	Spouse	Child	Dependent	Employment	Consultancy/ Business	Rentals	Deposit/ security	Share holding	Hire charges	Any other sources or sale of properties	
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
6.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>								
Total												

**V- Liabilities.**

In this part, please provide your, your spouse, children and dependent's liabilities. However, you need not provide details of liabilities in respect of your spouse, children and dependents, if they have to declare to their respective organizations.

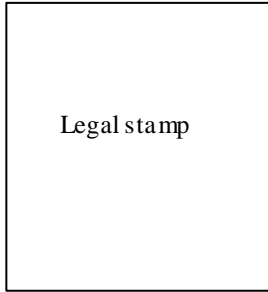
<b>Name of Debtor</b>	<b>Creditor (Financial Institutions, individuals )</b>	<b>Loan amount (actual )</b>	<b>Loan repayment</b>	<b>Loan Outstanding</b>	<b>Remarks, if any</b>
Total					

**VI- Educational expenditure of the declarant's children and dependents.**

<b>Child's name</b>	<b>Name of school, Institute, place</b>	<b>Course</b>	<b>Annual Expenditure</b>	<b>Remarks, if any</b>
Total				

**AFFIDAVIT**

I swear or affirm that all the information that I have written on this form is true, correct and complete to the best of my knowledge, information and belief. I understand that I can be prosecuted for perjury if I have intentionally given false information. I also know that I may be asked to show proof of any information I have given. I also hereby authorize the Commission or its duly authorized agency to obtain and secure from all appropriate agencies, including the department of revenue and customs, such documents that may show such income, assets, and liabilities, including those of my spouse, children and dependent, covering previous years, including the year I first assumed office.



(Signature of the Declarant) Name ..... Date.....

Designation/ position level / grade if applicable .....

E-mail address: .....

.....CUT.....

**OFFICAL ACKNOWLEDGEMENT RECEIPT**

With thanks we acknowledge receipt of Mr./Ms..... asset declaration for the year....., received on date..... Please retain this receipt for your record and future reference.

(Sign)  
Asset Administrator

