

**Conflict of Interest Declaration – Association of Notetaking Professionals**

The declaration below must be completed by the person who is renewing a Membership to the ANP or is applying for membership for the first time.

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| **Statement:** * As a member of the ANP, I understand that no interests, associations or activities should have an adverse effect on the Association of Notetaking Professionals and its members which may bring the ANP into disrepute.
* I have declared all conflicts of interest including potential conflicts within this organisation in the accompanying **proforma.**
* I have documented the steps taken to manage any conflicts declared within the proforma, providing supporting evidence and information where necessary.
* I understand I may be contacted to provide additional information or clarification in relation to the proforma submitted.

**Examples of COI*** Gaining information from members to use to your own advantage in business and to the detriment of the member.
* Sharing information from the ANP website, social media platforms to benefit your own business without clarity or open discussions with those members.
* There are many other possible COI. Please contact the Committee to discuss any such concerns during your membership application or renewal.
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| **Signature** |  |
| **Print Name** |  |
| **Date** |  |

Once completed this declaration should be scanned and sent as an email **with** the Membership form: