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# ACKNOWLEDGMENT OF RECEIPT

I, \_\_\_\_\_,  
(type or print first and last name)

a member of \_\_\_\_\_,  
(name of department, board, committee, or affiliation)

within the Town of Chelmsford, hereby acknowledge that I received a copy of  
the summary of the conflict of interest law for municipal employees,  
revised on November 14, 2016.

\_\_\_\_\_  
(date)

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

*You must complete the acknowledgment of receipt and return it to the Town Clerk's Office.  
Please: 1) type your name; 2) type your department, board or town affiliation; 3) type the date;  
4) print the Acknowledgement of Receipt; 5) sign your name; and 6) return the signed form to  
the Town Clerk's Office. Municipal employees may also scan their signed form and e-mail it as  
an attachment to the e-mail address below.*

*Thank you for your service to the Town*

Office of the Town Clerk  
50 Billerica Road  
Chelmsford, MA 01824  
[tdzuris@townofchelmsford.us](mailto:tdzuris@townofchelmsford.us)