

## Questionnaire

### I. Professional Background

- (1) Please furnish copies of all resumes and biographical statements issued by you or any other entity at your discretion or with your consent within the past ten years.
- (2) If you are a member of any licensed profession or occupation, please specify the following: the present status of each license; whether any such license has ever been withdrawn, suspended, or revoked; whether any disciplinary action of any kind has ever been taken in connection with your license. Please also list any applications for professional licenses or certifications that may have been denied, and the reasons for denial.
- (3) Please provide the names of all corporations, firms, partnerships, trusts, or other business enterprises, and all non-profit organizations and other such institutions with which you are now, or during the past ten years have been, affiliated with as an advisor, attorney or consultant.
- (4) Please chronologically list activities, other than those listed on your resume or biography, from which you have derived earned income (e.g., self-employment, consulting activities, writing, speaking, royalties and honoraria) for the past ten years.
- (5) Have you or your spouse ever registered as a lobbyist or other legislative agent to influence federal or state legislation or administrative acts? Have you or your spouse ever received payment for acting as a lobbyist or legislative agent? If so, please supply details.
- (6) If you or your spouse have performed any work for, received any payments from and/or made any payments to any foreign government, business, non-profit organization or individual, please describe the circumstances, and identify the source and amount. Also please specify if you or your spouse have ever been registered as an agent for a foreign principal.
- (7) If you or your spouse have ever lived or worked abroad, please describe the circumstances.
- (8) Briefly describe the most controversial matters you have been involved with during the course of your career.
- (9) Please provide the names, addresses and telephone numbers of three professional references. If possible, please furnish names of individuals with whom you have worked as a peer, a subordinate and as a supervisor.

## **II. Publications, Writings & Speeches**

- (10) Writings: Please list and, if readily available, provide a copy of each book, article, column or publication (including but not limited to any posts or comments on blogs or other websites) you have authored, individually or with others. Please list all aliases or "handles" you have used to communicate on the Internet.
- (11) Testimony: Please identify each instance in which you have testified before Congress or other legislative, administrative, investigative or regulatory body, and specify the subject matter of the testimony. If available, please provide summaries or transcripts of your testimony.
- (12) Speeches: Please identify all speeches you have given. If available please provide the text or recordings of each such speech or identify any recordings of speeches of which you are aware.
- (13) Electronic communications: If you have ever sent an electronic communication, including but not limited to an email, text message or instant message, that could suggest a conflict of interest or be a possible source of embarrassment to you, your family, or the President-Elect if it were made public, please describe.
- (14) Diaries: If you keep or have ever kept a diary that contains anything that could suggest a conflict of interest or be a possible source of embarrassment to you, your family, or the President-Elect if it were made public, please describe.

## **III. Relationships & Affiliations**

- (15) Please list all corporations, partnerships, trusts, or other business entities with which you or your spouse have ever been affiliated as an officer, director, trustee, partner, or holder of a significant equity or financial interest (i.e. any ownership interest of more than 5%), or whose decisions you or your spouse had the ability to influence. Please identify the entity, your relationship to the entity, and dates of service and/or affiliation.
- (16) Please list each membership, including any board memberships, you or your spouse have or have had with any political, civic, social, charitable, educational, professional, fraternal, benevolent or religious organization, private club or other membership organization (including any type of tax-exempt organization) during the past ten years. Please include dates of membership and any positions you may have had with the organization.
- (17) Have you or your spouse at any time belonged to any membership organization, including but not limited to those described in the preceding paragraph, that as a matter of policy or practice, denied or restricted membership or affiliation based on race, sex, disability, ethnic background, religion or sexual orientation or has been subject to a claim that it has done so? If so, please provide details.

- (18) Please specifically describe any affiliation you, your spouse or any member of your immediate family have, or have had, with any financial, banking, mortgage or insurance institution that is currently the subject of federal government intervention as part of the ongoing economic crisis. This question includes, but is not limited to, the following: Fannie Mae, Freddie Mac, AIG, and Washington Mutual.
- (19) If you currently serve or in the last ten years have served as an administrator, executor, trustee, receiver, or in any other similar fiduciary capacity, please describe for each: your exact position; the nature of your duties; the persons or entities for whom you act(ed) as a fiduciary; the dates during which you served in such a fiduciary capacity; and any supervising courts.
- (20) Other than the entities identified in questions 15-19 above, please provide the names and details of any individuals and organizations with which you or your spouse have been associated with which might present a conflict of interest with your proposed federal office, or have the potential for embarrassment.

#### **IV. Financial Information**

- (21) Please provide copies of all financial disclosure forms you or your spouse have been required to file within the past ten years, if applicable.
- (22) Please furnish a copy of each net worth statement that you have prepared and submitted for any purpose (e.g., bank loans) during the past ten years.
- (23) Please furnish a copy of all brokerage statements for investment accounts for the past year.
- (24) Please list all loans in excess of \$10,000 made to you or your spouse, or by you or your spouse, which existed at anytime during the past ten years. Please specify the creditor or debtor, interest rate, due date and any other key terms, and identify the purpose for which the liability was incurred. Please also specify the extent to which any such loans contained terms not generally available to the public, such as below-market rates.
- (25) Please furnish a copy of each trust of which you, your spouse or any child under 21 is a grantor or beneficiary. Also please furnish a copy of any amendment, and any document indicating a change in trustee of any such trust.
- (26) Please describe all real estate held in your name or in your spouse's name during the last ten years. Please include real estate held in combination with others, held in trust, held by a nominee, or held by or through any other third person or title-holding entity, and identify such other person or entity.

- (27) Please describe the mortgage terms for any properties listed under question 21, including the rate, date, holder, service entity, and any special circumstances surrounding the acquisition of the mortgage(s).
- (28) Have you or your spouse at any time held property (as a named owner of record individually or in combination with others) the title to which contained any restrictive covenant based on race, sex, ethnic background, religion or sexual orientation? If so, please provide all relevant information and records.
- (29) Please describe any contractual or informal arrangement you may have made with any person or business enterprise in regard to future employment or termination payments or financial benefits that will be provided to you if you enter federal government employment or you leave your current employment.
- (30) Do you, your spouse, or any member of your immediate family, or business in which you, your spouse, or immediate family member have a substantial interest, have any relationship with any government, whether federal, state, local, Indian or foreign, through contracts, consulting services, grants, loans or guarantees? If yes, please provide details.
- (31) Are there any categories of personal financial records (e.g., individual, partnership or sole proprietorship tax returns, mortgage documents, loan agreements) that you (or your spouse) will not release publicly if necessary? If so, please identify these records and state the reasons for withholding them.
- (32) Other than from relatives, or from close and longstanding personal friends on occasions such as birthdays or seasonal holidays, have you or your spouse ever received a gift exceeding \$50.00 in value? Please identify the donor, the value of the gift, the date received and the circumstances in which the gift was made.

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**V. Tax Information**

- (33) Please furnish a copy of each federal and state (and, if applicable, municipal or foreign) tax return, including any amended return, for 2005 and all subsequent years. If filed separately, furnish the same documents for your spouse.
- (34) Have you and your spouse filed all required federal, state, local and foreign income tax returns?
- (35) Have you or your spouse ever filed a late tax return without a valid extension? If so describe the circumstances and resolution of the matter.
- (36) Have you ever paid any tax penalties? If so, describe the circumstances and the resolution of the matter.

- (37) Has a tax lien or other collection procedure ever been instituted against you or your spouse by federal, state or local authorities? If so, describe the circumstances and the resolution of the matter.
- (38) Have you ever not paid U.S. and/or state income taxes because you were not resident in the United States, or for any other reason?
- (39) Have you been or do you have any expectation that you will be the subject of any tax, financial, or other audit or inquiry? If so, please describe.
- (40) Have you ever participated in an investment program or partnership which has been audited or investigated by federal, state or local authorities? If so, describe the circumstances and the resolution of the matter.
- (41) Please answer each of the questions in this section for your spouse (for the past ten years) and for any business with which you have been affiliated as an officer, director, partner, trustee or significant owner (i.e., any ownership interest of more than 5%).

**VI. Legal and Administrative Proceedings**

- (42) Please list any lawsuits you or your spouse have brought as a plaintiff or which were brought against you or your spouse as a defendant or third party, or in which you or your spouse have testified at trial or deposition. Include in this response any arbitrations, mediations, and contested divorce proceedings or other domestic relations matters.
- (43) Please list and describe any administrative agency proceedings in which you or your spouse have been involved as a party or material witness, and describe the details of your involvement.
- (44) Please list any insolvency or bankruptcy proceedings in which you or your spouse have been involved as a debtor, creditor, claimant, or defendant, and describe details of that involvement.
- (45) If you have ever been investigated by any law enforcement agency (whether federal, state, military, local, Indian or foreign), arrested for, charged with, or convicted of violating any law, regulation or ordinance (whether federal, state, military, local, Indian or foreign), please identify each such instance and supply details, including: date, place; law enforcement agency; and court. Provide the same information for your spouse and for each child over 21, and for any business with which you have been affiliated (e.g., as a director, officer, partner, trustee, or holder of any significant ownership interest), and furnish all pertinent records. You may exclude traffic offenses for which the fine was less than \$50.

- (46) Have any members of your family or close social or business associates been arrested for, charged with and/or convicted of a crime, other than a minor traffic violation? If so, please identify and describe each such arrest, charge or conviction. Please provide the same information for anyone under your professional supervision, or anyone of your superiors.
- (47) Have you or your spouse ever been accused, formally or informally, of any violation of government or agency procedure (specifically including security violations)?
- (48) Please list any complaint ever made against you or your spouse by any administrative agency, regulatory body, professional association or organization, or federal, state, local, Indian or foreign ethics agency, committee, or official.
- (49) Please list any malpractice claim made against you, formally or informally, and describe the resolution of the matter.
- (50) Please list any claims of sexual harassment or other workplace misconduct, made against you or any employee directly supervised by you, including the resolution of the matter.
- (51) Have any civil judgments or liens been rendered against you or your spouse? If so, please provide details.
- (52) With regard to each obligation of child support and/or alimony owed by you or your spouse, please state the following: Have any payments been made late or have there been any lapses in payment? Have any motions or court actions for modification of child support or alimony been filed or instituted? Have any actions or motions to compel payment or initiate collection of late payments and/or past due amounts been filed or threatened? Have any writs of garnishment been issued? If yes, please provide details.

## **VII. Domestic Help**

- (53) Do you presently have or have you in the past had occasional (to be sure, a monthly housekeeper is covered) or regular domestic help? (e.g., a housekeeper, babysitter, nanny or gardener) If yes, please indicate the name and years of service for each individual and also provide a brief description of the services rendered.
- (54) Were all individuals listed in Question 49 legally eligible to work in the U.S. at the time that you employed them?
- (55) Have you paid all taxes and social security obligations applicable to the employment of the individuals listed in Question 49? Do you use an outside service to pay such individuals? Have all payments related to the employment of

these individuals been made in a timely fashion? If not, please identify the length and reason for the delay(s).

- (56) Have you complied with all federal, state and local laws and regulations related to the employment of individuals listed in Question 49?

#### **VIII. Miscellaneous**

- (57) If applicable, please list the names, addresses and phone number of cohabitants within the last ten years. A cohabitant is a person with whom you share bonds of affection, obligation, or other commitment, as opposed to a person with whom you live for reasons of convenience (a roommate).
- (58) Please provide the URL address of any websites that feature you in either a personal or professional capacity (e.g., Facebook, My Space, etc.)
- (59) Do you or any members of your immediate family own a gun? If so, provide complete ownership and registration information. Has the registration ever lapsed? Please also describe how and by whom it is used and whether it has been the cause of any personal injuries or property damage.
- (60) Have you had a complete physical within the past year? Please describe your overall health and any medical treatment you are currently receiving.
- (61) Have you had any association with any person, group or business venture that could be used – even unfairly – to impugn or attack your character and qualifications for government service?
- (62) Do you know anyone or any organization, either in the private sector or government service, that might take steps, overtly or covertly, fairly or unfairly, to criticize your nomination, including any news organization? If so, please identify and explain the potential basis for criticism.
- (63) Please provide any other information, including information about other members of your family, that could suggest a conflict of interest or be a possible source of embarrassment to you, your family, or the President-Elect.

**Release Authorization**  
**Pursuant to the FCRA (15 U.S.C. sec. 1681)**

This is a release for the Obama Transition Foundation to obtain one or more consumer and/or credit reports about you in connection with your consideration for employment in the Federal Government. Please read the following carefully and indicate your assent.

**DISCLOSURE**

As part of the employment process, the Obama Transition Foundation will obtain a consumer report (known as an investigative consumer report in California), which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living.

**AUTHORIZATION**

During the application process, I hereby authorize ChoicePoint WorkPlace Solutions Inc., on behalf of the Obama Transition Foundation, to procure a consumer report (known as an investigative consumer report in California), which I understand may include information regarding my credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics, or mode of living. This report may be compiled with information from credit bureaus, courts record repositories, departments of motor vehicles, past or present employers and educational institutions, governmental occupational licensing or registration entities, business or personal references, and any other source required to verify information that I have voluntarily supplied. I understand that I may request a complete and accurate disclosure of the nature and scope of the background verification, to the extent such investigation includes information bearing on my character, general reputation, personal characteristics or mode of living.

\_\_\_\_\_ Date  
Applicant Name and Signature

\_\_\_\_\_ Date of Birth \*  
Social Security Number \*

\* For Identification Purposes Only

**CA, MN & Oklahoma Residents please note:** In connection with your application for employment, your consumer report may be obtained and reviewed. Under California, Minnesota and Oklahoma law, you have a right to receive a free copy of your consumer report by checking the appropriate box below.

- YES, I am a California resident and would like a free copy of my investigative consumer report.
- YES, I am a Minnesota resident and would like a free copy of my consumer report.
- YES, I am an Oklahoma resident and would like a free copy of my consumer report.

**CA Residents please note:** In connection with your application for employment, your credit report will be obtained and reviewed. Under CA law, you have a right to receive a free copy of your credit report by checking the appropriate box below. Your credit report will be mailed to you by the credit bureau. Please note, if you elected to receive the entire investigative consumer report, this will include your credit report.

- YES, I am a California resident and would like a free copy of my credit report.

Printed Name \_\_\_\_\_  
Street Address \_\_\_\_\_  
City, State, Zip \_\_\_\_\_  
\_\_\_\_\_

## CALIFORNIA DISCLOSURE

As part of the employment process, the Obama Transition Foundation will obtain an investigative consumer report. The investigative consumer report may include information regarding your credit worthiness, credit standing, credit capacity, character, general reputation, personal characteristics or mode of living. The following Consumer Reporting Agency will prepare the report:

**ChoicePoint WorkPlace Solutions Inc.**  
**Consumer Disclosure Center**  
**PO Box 105292**  
**Atlanta, GA 30348**  
**1-800-845-6004**

California Notice:

You have the right under Section 1786.22 of the California Civil Code to contact ChoicePoint during normal business hours to obtain your file for your review. You may obtain such information as follows:

1. In person at ChoicePoint's office at the address listed above. You will need to furnish proper identification prior to receiving your file. You may have someone accompany you and should inform such person that they will also have to present reasonable identification. If you want ChoicePoint to disclose to or discuss your information with this third party, you may be required to provide a written statement granting ChoicePoint permission to do so.

2. By certified mail, if you make a written request (and provide proper identification) to have your file sent to a specified addressee.

3. By telephone, if you have previously made a written request and provided proper identification.

ChoicePoint has trained personnel to explain any information that is furnished to you and to explain any information that is coded.

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