



**CONFLICT OF INTEREST QUESTIONNAIRE ADDENDUM FORM CIQ-A**  
**For vendor or other person doing business with local governmental entity**

This form is required in all instances where a CIQ form is required. Completed Forms shall be filed with the City Clerk no later than the 7th business day after the date the person/entity: (1) begins contract discussions or negotiations with the City; or (2) submits to the City an application, response to a request for proposal or bid, correspondence, or another writing related to a potential agreement with the City.

A CIQ and CIQ Addendum are required to be filed for **EACH** solicitation submitted, and are required to be submitted together.

**1 Name of person who has or is seeking to have a business relationship with the City of San Antonio.**

**2 Name of Company that has or is seeking to have a business relationship with the City of San Antonio.**

**2a Business Contact information for Company listed above.**

Business Address:  
Phone:  
Email:

**3 Bid Name or Description of Service**

**4 Printed name of person doing business with the City of San Antonio (same as denoted on Box 7 of Form CIQ).**

Completed Conflict of Interest Questionnaires and Addenda should be mailed or hand-delivered separately from the solicitation (bid) to one of the following addresses:

Mailing Address: **Office of the City Clerk  
P.O. Box 839966  
San Antonio, TX 78283-3966**

Physical Address: **Office of the City Clerk  
114 W.Commerce, 1st Floor  
San Antonio, TX 78205**