SFFD DONOR DISCLOSURE/GIFT ACKNOWLEDGEMENT FORM

Thank you for your generous contribution to the San Francisco Fire Department**. Donors must complete and provide this form to the SFFD prior or at time of donation delivery.** Forms should be returned to:

Mail: San Francisco Fire Department Attn: Finance Division 698 Second Street. San Francisco, CA 94107	**Fax:** 415-734-2102-Please include cover page with: Attn: Donor Disclosure **Email:** FireDonations@sfgov.org	Questions: Please call **Phone:** 415-558-3553 **Email**:FireDonations@sfgov.org

PLEASE NOTE: In compliance with the San Francisco's Sunshine Ordinance*, IRS regulations and the City and County of San Francisco's donation policy the SFFD:

- **DOES NOT ACCEPT ANONYMOUS DONATIONS. DONOR INFORMATION MUST BE PROVIDED IN THIS FORM**
- **THIS FORM MUST BE COMPLETED IN ITS ENTIRETY FOR DONATIONS TO BE ACCEPTED.**
- **THE OFFICIAL DONOR WILL BE ACKNOWLEDGED ON THE SFFD WEBSITE AND OTHER PUBLIC TAX AND FINANCIAL DOCUMENTS AS REQUIRED BY LAW.**

Donation Information: Please indicate if the donation/gift is:_____ In-Kind Items _____Cash/Monetary

Official Donor :_____Date of Donation: _____
Individual, Organization, Company — Month/Day Year

Gift/Donation Description: _____Cash Value or Estimated Value of Items $_____

Contact Information: Please indicate if the contact information is: _____ Business/Corporate/Community Organization _____ Residence/Individual

First and Last Name: _____ Telephone: _____Email:_____

Mailing Address:_____
Street — Apt./Suite — City — State — Zip

Financial Interest: The Sunshine Ordinance requires that a department receiving a gift of money, goods or services worth $100 or more report any financial interest the donor has involving the San Francisco City government. Please check the appropriate box or boxes that describe your financial interest(s) in the City.

Contract with City Other Financial Interest Pending request for a City Contract, Grant, Permit or Other Entitlement for Use DESCRIBE:_____	No Financial Interest Grant from the City	Lease of Space to or from the City City License, Permit or Entitlement for Use DESCRIBE_____

*The San Francisco Sunshine Ordinance (San Francisco Administrative Code Chapter 67) as approved by the San Francisco voters in 1999, provides that SEC. 67.29-.6 Sources of Outside Funding. No official or employee or agent of the city shall accept, allow to be collected, or direct or influence the spending of , any money, or any goods or services worth more than one hundred dollars in aggregate, for the purpose of carrying out or assisting any City function unless the amount and source of all such funds is disclosed as a public record and made available on the website for the department to which the funds are directed. When such funds are provided or managed by an entity, and not an individual, that entity must agree in writing to abide by this ordinance. The disclosure shall include the names of all individuals or organizations contributing such money and a statement as to any financial interest the contributor has involving the City.