

Gift to Agency Report

A Public Document

GIFT TO AGENCY REPORT

1. Agency Name CITY OF TUSTIN		Date Stamp CITY OF TUSTIN 2008 DEC 22 P 3: 35	California Form 801 For Official Use Only
Division, Department, or Region (if applicable) CITY OF TUSTIN			
City Clerk Street Address 300 Centennial Way, Tustin, CA 92780			
Area Code/Phone Number (714) 573-3010	E-mail mhuizar@tustinca.org	<input type="checkbox"/> Amendment (explain in comment section) Date of Original Filing: _____ (month, day, year)	
Agency Contact (name and title) Maria Huizar			

2. Donor Name and Address

Individual _____ Other Azzara's Catering

Last Name: _____ First Name: _____ Name: _____
 Address: 721 W. First Street City: Tustin State: CA Zip Code: 92780

If "Other" is marked, describe the entity's business activity (if business) or its nature and interests.

If applicable, identify the name of each source and the amount(s) solicited or received by the donor for this gift:

_____	\$ _____	_____	\$ _____
Name	Amount	Name	Amount

3. Payment Information

Date and Amount of Payment (other than travel) 12/16/2008 \$ \$210.00
 (month, day, year) (Round to whole dollars)

Travel Payment Information (Round to whole dollars) Location of Travel _____

_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
Date(s) of Travel	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses	Total Expenses


Provide a specific description of the nature and use of the payment for official agency business:

Identify the officials for whom the payment was used:

_____	_____	_____	_____
Last Name	First Name	Title	Department/Division
_____	_____	_____	_____
Last Name	First Name	Title	Department/Division

4. Verification

I have determined that it is in the interests of the agency to accept this gift and use it for the official agency business described above.

	<u>Maria Huizar</u>	<u>Deputy City Clerk</u>	<u>12/17/2008</u>
Signature of Agency Head or Designee	Print Name	Title	(month, day, year)

Comment: (Use this space or an attachment for any additional information.)