

Gift to Agency Report

A Public Document

GIFT TO AGENCY REPORT

1. Agency Name		Date Stamp	California Form 801 For Official Use Only
City of Tustin		CITY OF TUSTIN	
Division, Department, or Region (if applicable)		2011 JAN 18 A 9:55	
Police Department			
Street Address			
300 Centennial Way			
Area Code/Phone Number	E-mail	<input type="checkbox"/> Amendment (explain in comment section)	
714 573-3396	rortiz@tustinca.org	Date of Original Filing: _____ (month, day, year)	
Agency Contact (name and title)			
Ruby Ortiz : Police Services Officer			

2. Donor Name and Address

Individual _____ Other Kiwanis Club of Tustin

_____	_____	_____	_____
Last Name	First Name	Name	
P.O. BOX 514	Tustin	CA	92781
Address	City	State	Zip Code

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:

<u>Kiwanis Club of Tustin</u>	\$ <u>\$495.00</u>	_____	\$ _____
Name	Amount	Name	Amount

3. Payment Information

Date and Amount of Payment (other than travel) _____ \$ _____
(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:

Funds were used for the Walk to School Program.

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>Scott M. Jordan</u>	<u>Chief of Police</u>	<u>1-5-11</u>
Signature of Agency Head or Designee	Print Name	Title	(month, day, year)

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