



San Francisco Public Library

SFPL GIFT FORM 668 (In-Kind Donation)

Section 67.29-6 of the City's Administrative Code requires that the SFPL report on its website and to the Board of Supervisors the name of any individual who donates more than \$100 in aggregate and a statement as to any financial interest in the City. The donor or representative or SFPL staff member with the donor's consent should complete the following:

- ☐ Donor acknowledges that SFPL will post donor information on [SFPL's public website](#)
- ☐ Donor has no financial interest in the City (financial interests include any contract, grant, lease, or request for license, permit, or other entitlement with or pending before the City)
- ☐ Donor has the following financial interest in the City: _____

Please note: The Library is unable to accept anonymous donations. If you have any questions about the reporting requirements, please email gifts@sfpl.org. For Cash/Check donations, please refer to Gift Form SFPL 667 (Cash/Check Donation).

DONOR INFORMATION

Full Name: _____ Phone Number (Optional): _____

Address (Street, City, State, Zip Code): _____

IN-KIND DONATION INFORMATION

Gift Assessed Value: _____

(note: in-kind donation is assessed by the donor)

Description of the Gift: _____

(note: provide descriptions of the donation and the purpose)

SFPL INTERNAL USE ONLY

Gift Received by: _____

Date: _____

Library Location: _____

(Finance Use Only) Gift Control No: _____