



San Francisco Public Library

SFPL GIFT FORM 667 (Cash/Check)

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 In-Kind Donations, please refer to Gift Form SFPL 668 (In-Kind Donation).

DONOR INFORMATION

Full Name: Phone Number (Optional):
Address (Street, City, State, Zip Code):

GIFT INFORMATION

Gift Amount: \$25 \$50 \$100 \$500 Other:
Payment Method: Check enclosed (make payable to: San Francisco Public Library; please send check to: SFPL - City Librarian Office, 100 Larkin St., San Francisco, CA 94102-4705).
Cash enclosed.

GIFT DISTRIBUTION

Would you like to distribute the gift?
No, SFPL will allocate the gift.
Yes, please see below:
1) Books & Other Material Collections: Adult Materials Children/Youth Materials
2) Library Services & Program Support

BOOKPLATE INFORMATION

Bookplate Desired? # of bookplates (1 bookplate for every \$500) YES NO
If YES, this is a:
Gift From / Memorial To / Honoring:
Name:
Person To Be Notified:
Address (Street, City, State, Zip Code):

SFPL INTERNAL USE ONLY

Donation Received by: Date:
Library Location:
(Finance Use Only) Gift Control No & Deposit ID: