Gift to Agency Report

1. Agency Name
City of Palo Alto
Division, Department, or Region (if applicable)
City Manager's Office - 7th Floor
Street Address
250 Hamilton Avenue, Palo Alto CA 94301
Area Code/Phone Number 650.329.2105
E-mail james.keene@cityofpaloalto.org
Agency Contact (name and title)
James Keene

2. Donor Name and Address

☐ Individual  ☑ Other Fujitsu Corporation

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:

<table>
<thead>
<tr>
<th>Name</th>
<th>Amount</th>
</tr>
</thead>
</table>

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)

<table>
<thead>
<tr>
<th>Date(s) of Travel</th>
<th>Transportation Expenses</th>
<th>Lodging Expenses</th>
<th>Meal Expenses</th>
<th>Other Expenses</th>
<th>Total Expenses</th>
</tr>
</thead>
</table>

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:

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First Name</th>
<th>Title</th>
<th>Department/Division</th>
</tr>
</thead>
</table>

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.

Signature of Agency Head or Designee: James Keene
Print Name: City Manager
Title

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

2016 BOTTLE OF WINE, TOTE BAG, CHOCOLATE, COOKIES

FPPC Form 801 (June/08)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)