



Gift Guide

WHAT IS A GIFT?

A gift is **anything** of value that you receive without giving something of equal value in return. Examples include gift baskets, cookies & candy, meals, tickets to sporting or theater events, and rebates or discounts not given to the public.



PUBLIC DISCLOSURE OF GIFTS

If you are a Form 700 filer, you must publicly disclose a gift on the Form 700 if you receive a gift or multiple gifts from one source during the year and the total value of all gifts received is \$50 or greater.

If the exact dollar amount is unknown, you must report the good-faith estimate of the item's fair market value on your Form 700.

GIFT RESTRICTIONS FOR CITY OFFICIALS AND COMMISSIONERS

Form 700 filers may not accept a gift or combination of gifts during the calendar year from a single source with a total value that exceeds \$630. Additional restrictions apply to employees of City Manager Departments (see below).



GIFTS FROM LOBBYISTS AND VENDORS

Gifts from and for lobbyists and current or potential vendors are **STRICTLY PROHIBITED**.

IMPORTANT NOTE FOR CITY EMPLOYEES IN CITY MANAGER DEPARTMENTS:

Employees of City Manager Departments may not accept tickets/passes or gifts of consumable goods, such as food, drink and other products provided by someone involved or potentially involved with business with the City. PLEASE SEE AR 8-02.



This is a brief overview of gift laws.

Please refer to the Ethics Guide for Long Beach City Officials & Employees for further explanation or contact the City Attorney's office with questions.