

SIMI VALLEY UNIFIED SCHOOL DISTRICT

REQUEST FOR ACCEPTANCE OF GIFT

DONATIONS ARE NOT TO BE ACCEPTED BY ANYONE PRIOR TO APPROVAL NOTIFICATION

A. DONOR'S STATEMENT: (Please describe gift offer specifically and how it is to be used. Use additional page if necessary.)

- 1. Item is to be purchased through District Purchasing Dept. Yes \_\_\_ No X
2. Item is now in possession of donor. Yes X No \_\_\_
3. Estimated value or cost of items \$300,000.00 or if cash, the amount \$.....
4. Will items require unusual installation or maintenance cost? Yes X No \_\_\_

DONOR'S NAME Ehn Trust-DBA.Old Trappers Lodge (Organization or person presenting gift)

DONOR'S ADDRESS 10340 Keswick Street Sun Valley, California 91352

Route to Principal of School or Department Head By Rosemarie Farish, Trustee for Ehn Trust Signature Date Apr 18, 1988

B. SCHOOL OR DEPARTMENT TO RECEIVE GIFT Simi Valley High School-Nature Area.

If a cash gift, list Account No. to be credited .....

Principal's or Department Head's Recommendation: Approve Disapprove

Route to: Assistant Superintendent, Instructional Services or Appropriate Dept. Head Signature Date

C. INSTRUCTIONAL SERVICES RECOMMENDATION:

Approved Disapproved Route to Dir. of M. & O. Comments: Signature Date

D. DIRECTOR OF MAINTENANCE & OPERATIONS RECOMMENDATION:

Approved Disapproved Route to Superintendent Installation Cost (est.) \$ Purchase Cost \$ Total Cost \$ Will unusual maintenance be required on this item? Yes No Gift to be inventoried after acceptance? (If yes, copy to Property Manager) Yes No Signature Date

E. SUPERINTENDENT'S RECOMMENDATION:

Accepted Rejected Dollar value of gift \$300,000 agenda date if over \$500 Signature Date

Distribution - Copies of completed form:

If Accepted: 1. Donor 2. School 3. Accounting if Cash or Check--Maintenance if other 4. Supt.

If Rejected: 1. Donor with Supt's letter 2. School 3. Ass't Supt., Instr. Ser. 4 Supt.

Ref: Board Policy & Administrative Regulation 3280, "Gifts, Grants, Bequests" for the School District