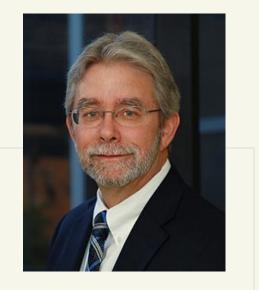


Demystifying Form 700 Feb. 24, 2014



Keith J. Bray General Counsel, CSBA

Email: kbray@csba.org Web: www.csba.org







Janet Mueller Managing Shareholder, DWK

Email: jmueller@dwkesq.com Web: www.dwkesq.com







Cathie Fields Partner, AALRR

Email: cfields@aalrr.com Web: www.aalrr.com







Diane Fishburn Partner, Olson Hagel & Fishburn



Email: diane@olsonhagel.com Web: www.olsonhagel.com



2013/2014 Statement of Economic Interests



Form 700

A Public Document





Form 700 – The Basics

• Who files

• When to File

• Where to File

education insights

Print Form

FPPC Advice Email: advice@fppc.ca.gov FPPC Toll-Free Helpline: 866/275-3772 www.fppc.ca.gov

Clear Page

Schedule A-1 Stocks, Bonds & Other Interests

(Ownership Interest Do not attach brokerage NAME OF BUSINESS ENTITY		NAME OF BUSINESS ENTITY
GENERAL DESCRIPTION OF THIS BUSINESS	GENERAL DESCRIPTION OF THIS BUSINESS	2
		GENERAL DESCRIPTION OF THIS BUSINESS
FAIR MARKET VALUE \$2,000 - \$10,000 \$10,001 - \$100,000 \$100,001 - \$1,000,000 Over \$1,000,000	FAIR MARKET VALUE \$2,000 - \$10,000 \$100,001 - \$1,000,000 Cver \$1,000,000	
NATURE OF INVESTMENT	NATURE OF INVESTMENT	
(Describe) Partnership () Income Received of \$0 - \$499 () Income Received of \$500 or More (Report on Schedule C)	Control (Decorbe) Decorbe) Oncome Received of \$0 - \$499 Oncome Received of \$500 or More (Report on Schedule C)	
IF APPLICABLE, LIST DATE:	IF APPLICABLE, LIST DATE:	FAIR MARKET VALUE
/ / / 13 ACQUIRED DISPOSED		
NAME OF BUSINESS ENTITY	NAME OF BUSINESS ENTITY	\$2,000 - \$10,000 \$10,000
GENERAL DESCRIPTION OF THIS BUSINESS	GENERAL DESCRIPTION OF THIS BUSINESS	\$100,001 - \$1,000,000 Over \$1,000,000
FAIR MARKET VALUE \$2,000 - \$10,000 \$10,001 - \$100,000 \$100,001 - \$1,000,000 Over \$1,000,000	FAIR MARKET VALUE \$\$2,000 - \$10,000 \$\$10,001 - \$100,000 \$\$100,001 - \$1,000,000	
NATURE OF INVESTMENT	NATURE OF INVESTMENT	NATURE OF INVESTMENT
(Describe) Dincome Received of \$0 - \$499 Oincome Received of \$500 or More (Report on Schedule C) Oincome Received of \$500 or More (Report on Schedule C)	(Decrote) Partnership O Income Received of \$0 - \$499 O Income Received of \$500 or More (Recort on Schedule C)	Stock Other
IF APPLICABLE, LIST DATE:	IF APPLICABLE, LIST DATE:	(Describe)
ACQUIRED DISPOSED	ACQUIRED DISPOSED	Partnership O Income Received of \$0 - \$499
NAME OF BUSINESS ENTITY	NAME OF BUSINESS ENTITY	O Income Received of \$500 or More (Report on Schedule C)
GENERAL DESCRIPTION OF THIS BUSINESS	GENERAL DESCRIPTION OF THIS BUSINESS	
FAIR MARKET VALUE \$2,000 - \$10,000 \$10,001 - \$100,000	FAIR MARKET VALUE \$2,000 - \$10,000 \$10,001 - \$100,000	
\$100,001 - \$1,000,000 Over \$1,000,000	S100,001 - \$1,000,000 Over \$1,000,000	IF APPLICABLE, LIST DATE:
Stock Other (Describe) Partnership O Income Received of \$0 - \$499	Contraction and an	
 Income Received of \$500 or More (Report on Schedule C) 	Income Received of \$500 or More (Report on Schedule C)	/ / 13 / / 13
IF APPLICABLE, LIST DATE:	IF APPLICABLE, LIST DATE:	ACQUIRED DISPOSED



- What it Covers: Investments (generally)
- Investments = financial interest in any business entity located in or doing business in your agency's jurisdiction in which "you" have an interest totaling \$2,000 or more in the reporting period
- "You" includes spouse, RDP and dependent children
- Examples include stocks, bonds, yours and spouse's business, investments in business entities, stocks held in an IRA or 401(k) account
- Does <u>not</u> include insurance policies, diversified mutual funds, government bonds, retirement accounts invested in non-reportable interests, government defined-benefit pension plans
- Tips/Tricks—Annual financial review of investment holdings by advisor will make this much easier!



Q: John Smith is a trustee of the Anywhere School District. He holds stock in Apple Computer worth more than \$2,000. Apple Computer is headquartered in an adjacent county but does business with public and private companies within Anywhere's boundaries and has bid on projects for Anywhere [but doesn't have a contract with Anywhere]. What, if anything, must John disclose on his Form 700?

A: On Schedule A-1, John must disclose his Apple stock holdings, and their value, as well as any Apple stocks held by his spouse, RDP and dependent children.

Schedule A-2 Investments, Income & Assets of Business Entities/Trusts

Of Business Entities/Trusts (Ownership Interest is 10% or Greater) L BUSINESS BITTY OR TRUST Address (Business Address Addres	BBN) Heas Ently, complete the dor, then go to 2 IS AUGUREDS IF APPLICABLE, LIST DATE: 13
Name Address (Business Address	BBN) Heas Ently, complete the dor, then go to 2 IS AUGUREDS IF APPLICABLE, LIST DATE: 13
Address (Bushess Address Acceptable) Address (Bushess Address Acceptable) Creat one I mail, go to 2 Business Britly, complete the box, then go to 2 Business Data Data Data (Bushess Address Addres Address Address Address Address Address Address Addr	ines Entity, complete the box, then go to 2 IS BUSINESS IF APPLICABLE, LIST DATE: 1313 ACQUIRED DISPOSED
Check one That, go to 2 Business Entity, complete the zox, then go to 2 Deck one That, go to 2 Business GENERAL DESCRIPTION OF THIS BUSINESS GENERAL DESCRIPTION OF THIS BUSINESS GENERAL DESCRIPTION OF THIS BUSINESS FAIR MARKET WALLE If APPLICABLE, LIST DATE: 15 2000 - 510000 If APPLICABLE, LIST DATE: 25 2000 - 510000	IF & PRUCABLE, LIST DATE:
FAIR MARKET VALUE IF APPLICABLE, LIST DATE: FAIR MARKET VALUE 30:15:099 30:00:000 / /13 / /13 30000-0000	IF APPLICABLE, LIST DATE:
50 - \$1,999 52 000 - \$10 000 / / 13 / / 13 52 000 - \$10 000	/ <u>/ 13</u> / <u>/ 13</u> ACQUIRED DISPOSED
51000 - 5100.000 ACQUIRED DISPOSED 510.001 - 5100.000 51000 - 5100.000 S1000 - 5100.000 S1000 - 5100.000 S1000 - 5100.000 Over 51.000.000 WOLKE OF INVESTMENT WOLKE OF INVESTMENT Soe Propriet Partnerstop Soe Propriet Soe Propriet Soe Propriet	corship Other
YOUR BUSINESS POSITION YOUR BUSINESS POSITION	
50 - 5499 \$10,001 - \$100,000 \$00 - 5499 \$ \$500 - 51,000 OVER \$100,000 \$500 - 51,000 \$ \$1,001 - 510,000 \$100,001 \$500 - 51,000 \$ \$1,001 - 510,000 \$100,001 \$ \$ \$1,001 - 510,000 \$ \$ \$ \$1,001 + 510,000 \$ \$ \$ \$1,001 + 510,000 \$ \$ \$	MERCECTYCE) (MCLUDE YOUR) (MOR CAT/ MEI <u>10</u> THE ENTITYTHUST) 10,001 - 3100,000 VERS 100,000 NEPORTABLE SINGLE SOURCE OF RE (Manh a supprise sheet if successery)
4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST CONSIDER DATE CONSIDER DATE CONSIDER DATE	STS IN REAL PROPERTY HELD OR ENTITY OR TRUST
	L PROPERTY
Name of Business Entity, If Investment, or Assessor's Parcel Number or Street Address of Real Property Assessor's Parcel Number or Street Address of Real Property	nent, or et Address of Real Property
Description of Business Activity or City of Other Precise Loadbiol of Real Poperty Description of Business Activity or City of Other Precise Loadbiol of Televiness Activity or City of Other Precise Loadbiol of Televiness Activity or City of Other Precise Loadbiol of Televiness Activity or Studiol - Stillocono Description of Business Activity or City of Other Precise Loadbiol of Televiness Activity or Studiol - Stillocono Description of Business Activity or City of Other Precise Loadbiol of Televiness Activity or Studiol - Stillocono Description of Business Activity or City of Other Precise Loadbiol of Televiness Studiol - Stillocono Description of Business Activity or City of Other Precise Loadbiol of Televiness Studiol - Stillocono Description of Business Activity or City of Other Loadbiol of Televiness Studiol - Stillocono Description of Business Activity or Studiol - Studiol - Studi	Real Property IF APPLICABLE, LIST DATE:
NATURE OF INTEREST Properly Ownership/Deed of Trust Stock Partnership NATURE OF INTEREST Properly Ownership/Deed of Trust	rust 🗌 Stock 📄 Partnership
Leasehold	Other
are attached	the reporting intervience or real property

FPPC Advice Email: advice@fppc.ca.gov FPPC Toll-Free Helpline: 866/275-3772 www.fppc.ca.gov

education insights

1. BUSINESS ENTITY OR TRUST		
Name		
Address (Business Address Acceptable) Check one Trust, go to 2 Business Entity, complete the box, then go to 2		
GENERAL DESCRIPTION OF THIS BUSINESS		
FAIR MARKET VALUE IF APPLICABLE, LIST DATE: \$0 - \$1,999 \$2,000 - \$10,000 \$10,001 - \$100,000 //13 \$100,001 - \$1,000,000 ACQUIRED \$100,001 - \$1,000,000 Over \$1,000,000		
NATURE OF INVESTMENT Partnership Sole Proprietorship Other Other		
YOUR BUSINESS POSITION		

Schedule A-2 Investments, Income & Assets of Business Entities/Trusts (cont.)

 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)
\$0 - \$499 \$10,001 - \$100,000 \$500 - \$1,000 OVER \$100,000 \$1,001 - \$10,000
3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate about if necessary) None
► 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST Crack one box:
Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property
Description of Business Activity or City or Other Precise Location of Real Property
FAIR MARKET VALUE IF APPLICABLE, LIST DATE: \$2,000 - \$10,000 _/13 \$10,001 - \$100,000 _/13 \$100,001 - \$1,000,000 ACQUIRED Over \$1,000,000 DISPOSED
NATURE OF INTEREST Property Ownership/Deed of Trust Stock Partnership
Leasehold Other
Check box if additional schedules reporting investments or real property are attached

education insights



Schedule A-2 Investments, Income & Assets of Business Entities/Trusts (cont.)

- What it Covers: Investments, Income and Assets of Business Entities/Trusts
- Covers investments in for-profit business entities or trust in which "**you**" have a 10% or greater interest, totaling \$2,000 or more, located in and doing or planning to do business in your jurisdiction in the reporting period
- "You" includes spouse, RDP and dependent children
- Examples include business entities, sole proprietorships, assets held in trusts
- Does not include savings and checking accounts
- Tips/Tricks: A-2 is a multipart form. Part 1 discloses the business; Part 2 discloses the gross income from the business; Part 3 discloses names of each source of income to the business (i.e. clients/customers); Part 4 discloses any investments or interests in real property held or leased by the business



Schedule A-2 Investments, Income & Assets of Business Entities/Trusts (cont.)

Q: Jane Williams is a school board trustee and is the sole proprietor of a webpage design company that grosses \$200,000 per year in income. It is Jane's sole source of income. Jane leases property in the district for \$2,000 a month to house her company. Where and how does Jane report this income/business interest?

A: Because Jane owns more than 10% of the business and her interest is \$2,000 or more, Jane must disclose on Schedule A-2 the name of the business entity (Part 1); the gross income from the business (Part 2), the names of clients who were a source of \$10,000 or more to the business (Part 3) and the value, term and location of her lease (Part 4). She need **not** also report this on the Income schedule (Schedule C).

education insights

Schedule B Interests in Real Property

SCHEDU Interests in Re (Including Rent	al Property Name
 ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS 	ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS
CITY PARE MARKET VALUE IF APPLICABLE, LIST DATE: S1000 - \$10000 S1000 - \$100000 ACQUIRED V.133 V.133	CITY MATINARVET (ALL/E IF APPLICABLE, LIST DATE ALSON - \$10000 Strate - 1,000,000 ACQUIRED DISPOSED OV \$100,000 ACQUIRED DISPOSED ACQUIRED DISPOSED ACQUIRED ACQUIRED DISPOSED ACQUIRED DISPOSED ACQUIRED DISPOSED ACQUIRED DISPOSED DISPOS
SOURCES OF REYTAL NOOME: If you own a 10% or greater interest, is the name of each tenant that is a single source of income of \$10,000 or more.	DOURCES OF REVTA: INCOME: If you own a 10% or greater interest. Is the name of each tenant that is a single source of income of 310.000 or more. here her
	without regard to your official status. Personal loans and
NAME OF LENDER*	NAME OF LENDER*
ADDRESS (Business Address Acceptable)	ADDRESS (Business Address Acceptable)
BUSINESS ACTIVITY, IF ANY, OF LENDER	BUSINESS ACTIVITY, IF ANY, OF LENDER
INTEREST RATE TERM (Monita-Years) N None Highest BALANCE DURING REPORTING PERIOD 5800 - 5100.000 \$10.001 - \$10.000 \$10,001 - \$100,000 OVER \$100,000 Gearantor, if applicable OVER \$100,000	INTEREST RATE TERM (MonburNeam)

CI	TY				
FA	IR MARKET \ \$2,000 - \$10	Contract of the second s		ICABLE, L	IST DATE:
	\$10,001 - \$10 \$100,001 - \$1 \$100,001 - \$ Over \$1,000,	00,000 1,000,000	/ ACG	/ 13 WIRED	/ / 13 DISPOSED
10	TURE OF INT			Easement	
	Leasehold		_ 0		Other
IF	RENTAL PRO	PERTY, GROSS	INCOME	RECEIVE	D
	\$0 - \$499	\$500 - \$1	,000,	\$1,0	01 - \$10,000
	\$10,001 - \$1	00,000		R \$100,000)
int	terest, list the	ENTAL INCOME a name of eacl 000 or more.			1% or greater single source of

Comments:





Schedule B Interests in Real Property (cont.)

NAME OF LENDER*			
ADDRESS (Business Address Acceptable)			
BUSINESS ACTIVITY, IF ANY, OF LENDER			
NTEREST RATE TERM (Months/Years)			
% None			
HIGHEST BALANCE DURING REPORTING PERIOD			
\$500 - \$1,000 \$1,001 - \$10,000			
\$10,001 - \$100,000 OVER \$100,000			
Guarantor, if applicable			



Report Interests in Real Property:

- Located in the jurisdiction
 - i.e., any part of the property is located in or within 2 miles of the district's geographical area
 - check conflict of interest code may specify another jurisdiction such as entire county
- In which the filer or his/her immediate family has a direct, indirect, or beneficial interest worth \$2,000 or more in fair market value at anytime during the reporting period

education insights

Schedule B Interests in Real Property (cont.)

Include:

- An ownership interest in real property located in the jurisdiction
- A residence for which a business deduction is claimed if the portion claimed as a tax deduction is valued at \$2,000 or more
- A spouse or RDP's separate property interests
- Trust deeds, easements or options to acquire an interest
- Leasehold interests valued at \$2,000 or more
- Interests held by a business entity in which the filer has a 10% or greater share

Do Not Include:

- A personal residence occupied by the filer or by a member of the filer's family
- A secondary residence used exclusively for personal purposes, such as a vacation home



Q: In 2010, Donna Gooddaughter, a trustee in the Open Air School District, purchases a home within the district for her mother to live in. After living in the home for two years, Donna's mother passes away. The house remains vacant and Donna pays the property tax on it through 2013. Is this reportable?

A: Yes. As long as Donna's mother used the house as a personal residence (without paying rent to Donna), the property was not reportable. Once the house became vacant it was no longer being used exclusively as a personal residence, and it became reportable.

education insights

Schedule C Income, Loans, & Business Positions

	DULE C CALIFORNIA FORM 700	1. INCOME RECEIVED
Pos	Itions Name Name	NAME OF SOURCE OF INCOME
1. INCOME RECEIVED NAME OF SOURCE OF INCOME	 1. INCOME RECEIVED NAME OF SOURCE OF INCOME 	ADDRESS (Business Address Acceptable)
ADDRESS (Business Address Acceptable)	ADDRESS (Business Address Acceptable)	
BUSINESS ACTIVITY, IF ANY, OF SOURCE	BUSINESS ACTIVITY, IF ANY, OF SOURCE	
boness Activity, in Ally, or social	boarded Activity, if Art, of Sochet	BUSINESS ACTIVITY, IF ANY, OF SOURCE
YOUR BUSINESS POSITION	YOUR BUSINESS POSITION	
GROSS INCOME RECEIVED	GROSS INCOME RECEIVED \$500 - \$1,000 \$1,001 - \$10,000	YOUR BUSINESS POSITION
S10,001 - \$100,000 OVER \$100,000	\$10,001 - \$100,000 OVER \$100,000	
CONSIDERATION FOR WHICH INCOME WAS RECEIVED Salary Spouse's or registered domestic partner's income	CONSIDERATION FOR WHICH INCOME WAS RECEIVED Salary Spouse's or registered domestic partner's income	
Loan repayment Partnership	Loan repayment Partnership	
Sale of (Real property, car, boat, etc.)	Sale of	GROSS INCOME RECEIVED
Commission or Rental Income, list each source of \$10,000 or more	Commission or Rental Income, Iss each source of \$10,000 or more	\$500 - \$1,000
Other(Describe)	Other (Describe)	\$10,001 - \$100,000 OVER \$100,000
2. LOANS RECEIVED OR OUTSTANDING DURING THE REPORTING	PERIOD	CONSIDERATION FOR WHICH INCOME WAS RECEIVED
retail installment or credit card transaction, made in	al lending institutions, or any indebtedness created as part of a the lender's regular course of business on terms available to	Salary Spouse's or registered domestic partner's income
regular course of business must be disclosed as for	I status. Personal loans and loans received not in a lender's llows:	Loan repayment Partnership
NAME OF LENDER*	INTEREST RATE TERM (Months/Years)	
ADDRESS (Business Address Acceptable)	% None	Sale of
	SECURITY FOR LOAN	(Real property, car, boat, etc.)
BUSINESS ACTIVITY, IF ANY, OF LENDER	None Personal residence	
HIGHEST BALANCE DURING REPORTING PERIOD	Real Property Street address	Commission or Rental Income, list each source of \$10,000 or more
\$500 - \$1,000	Ctr	
□ \$1,001 - \$10,000	Guarantor	
\$10,001 - \$100,000	Guaranto	
OVER \$100,000	Other(Describe)	
		Other
Comments:		(Describe)
Clear Page Print Form	FPPC Form 700 (2013/2014) Sch. C FPPC Advice Email: advice@fppc.ca.gov FPPC Toll-Free Helpline: 866/275-3772 www.fppc.ca.gov	



Schedule C Income, Loans, & Business Positions (cont.)

NAME OF LENDER*	INTEREST RATE	TERM (Months/Years)
ADDRESS (Business Address Acceptable) BUSINESS ACTIVITY, IF ANY, OF LENDER	SECURITY FOR LOA	None
HIGHEST BALANCE DURING REPORTING PERIOD	Real Property	Street address
\$500 - \$1,000 \$1,001 - \$10,000	-	City
S10,001 - \$100,000	Guarantor	
OVER \$100,000	Other	(Describe)



- Report income from sources located in, doing business in, or planning to do business in the district
- Include income received by spouse or registered domestic partner
- Income received from government agencies not reportable
- Loans from commercial lending institutions and most family members not reportable
- Business position requirement not tied to receipt of income

\bigcirc education insights

Schedule D Income - Gifts

SCHEDULE D
Income – Gifts
meome - onto

CALIFORNIA FORM 7	
Name	

► NAME OF SOURCE (Not an Acronym)	► NAME OF SOURCE (Not an Acronym)		
ADDRESS (Business Address Acceptable)	ADDRESS (Business Address Acceptable)		
BUSINESS ACTIVITY, IF ANY, OF SOURCE	BUSINESS ACTIVITY, IF ANY, OF SOURCE		
DATE (mm/dd/yy) VALUE DESCRIPTION OF GIFT(S)	DATE (mmiddlyy) VALUE DESCRIPTION OF GIFT(S)		
\$	_// \$		
\$	\$		
\$	\$		
► NAME OF SOURCE (Not an Acronym)	► NAME OF SOURCE (Not an Acronym)		
ADDRESS (Business Address Acceptable)	ADDRESS (Business Address Acceptable)		
BUSINESS ACTIVITY, IF ANY, OF SOURCE	BUSINESS ACTIVITY, IF ANY, OF SOURCE		
DATE (mmiddlyy) VALUE DESCRIPTION OF GIFT(S)	DATE (mm/dd/yy) VALUE DESCRIPTION OF GIFT(S)		
\$	_// \$		
§	_/_/ \$		
\$	\$		
► NAME OF SOURCE (Not an Acronym)	► NAME OF SOURCE (Not an Acronym)		
ADDRESS (Business Address Acceptable)	ADDRESS (Business Address Acceptable)		
BUSINESS ACTIVITY, IF ANY, OF SOURCE	BUSINESS ACTIVITY, IF ANY, OF SOURCE		
DATE (mmiddlyy) VALUE DESCRIPTION OF GIFT(S)	DATE (mm/dd/yy) VALUE DESCRIPTION OF GIFT(S)		
\$	\$		
\$	\$		
\$	\$		

NAME OF SOURCE (Not an Acronym)				
ADDRESS (Business Address Acceptable)				
BUSINESS ACTIVITY, IF ANY, OF SOURCE				
DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)		
/	ş			
/	<u>ş</u>			
	ş			

Comments:

FPPC Form 700 (2013/2014) Sch. D FPPC Advice Email: advice@fppc.ca.gov FPPC Toll-Free Helpline: 866/275-3772 www.fppc.ca.gov



- Report gifts cumulating to \$50 or more from the same source during the year
- Gifts exchanged with friends on birthdays, holidays and the like are not reportable assuming they are similar in value
- Tickets to charitable or other nonprofit fundraisers are reportable gifts based on the non-deductible portion of the ticket price. Exception for two tickets provided by the benefitted charity or nonprofit
- Tickets to political fundraisers are reportable gifts based on the pro rata cost of food, beverages, etc. provided at the fundraiser. Exception for two tickets provided by the benefitted committee
- Gifts to family members are reportable gifts to the official unless the donor has a separate relationship with the family member and the donor does not have a contract with or otherwise attempt to influence the official's agency decisions



Schedule D Income – Gifts (cont.)

Q: Last year I received two tickets from the local Boys and Girls Club for their annual fundraising dinner. My wife and I attended. Reportable gift?

A: No, two tickets provided by the host/sponsor of a charitable fundraiser for a 501(c)(3) public charity are not reportable gifts.

Q: This year I was contacted by a local law firm and offered two tickets at the same annual fundraiser. Reportable gift?

A: Yes, the tickets provided by a third party are a reportable gift. The value of which is either the amount stated on the ticket which represents for tax purposes the nondeductible portion of the ticket price or, if that is not available, then the pro rata costs of the catering services, entertainment and any other items provided to attendees at the event.

education insights

Schedule E Income – Gifts: Travel Payments, Advances, and Reimbursements

SCHEDULE E Income – Gifts Travel Payments, Advances, and Reimbursements

ALIFORNIA FORM 700	
lame	

· Mark either the gift or income box.

Mark the "501(c)(3)" box for a travel payment received from a nonprofit 501(c)(3) organization
or the "Speech" box if you made a speech or participated in a panel. These payments are not
subject to the \$440 gift limit, but may result in a disqualifying conflict of interest.

► NAME OF SOURCE (Not an Acronym)	► NAME OF SOURCE (Not an Acronym)
ADDRESS (Business Address Acceptable)	ADDRESS (Business Address Acceptable)
CITY AND STATE	CITY AND STATE
BUSINESS ACTIVITY, IF ANY, OF SOURCE 501 (c)(3)	BUSINESS ACTIVITY, IF ANY, OF SOURCE 501 (c)(3)
DATE(S)://	DATE(S):/// AMT: \$
TYPE OF PAYMENT: (must check one) Gift Income	TYPE OF PAYMENT: (must check one) Gift Income
Made a Speech/Participated in a Panel	Made a Speech/Participated in a Panel
Other - Provide Description	Other - Provide Description
NAME OF SOURCE (Not an Acronym)	► NAME OF SOURCE (Not an Acronym)
ADDRESS (Business Address Acceptable)	ADDRESS (Business Address Acceptable)
CITY AND STATE	CITY AND STATE
BUSINESS ACTIVITY, IF ANY, OF SOURCE 501 (c)(3)	BUSINESS ACTIVITY, IF ANY, OF SOURCE 501 (c)(3)
DATE(S):// AMT: \$	DATE(S):/// AMT: \$
TYPE OF PAYMENT: (must check one) Gift Income	TYPE OF PAYMENT: (must check one) Gift Income
Made a Speech/Participated in a Panel	Made a Speech/Participated in a Panel
Other - Provide Description	Other - Provide Description

NAME OF SOURCE (Not an Acronym)	
ADDRESS (Business Address Acceptable)	
CITY AND STATE	
BUSINESS ACTIVITY, IF ANY, OF SOURCE	501 (c)(3)
DATE(S):// AMT: \$// AMT: \$	
TYPE OF PAYMENT: (must check one)	Income
Made a Speech/Participated in a Panel	
Other - Provide Description	



Comments



Schedule E Income – Gifts: Travel Payments, Advances, and Reimbursements (cont.)

- Gifts of travel reportable at \$50 threshold Gift limit unless an exception to the limit applies (e.g., limited travel provided in connection with a speech, service on a board of directors or travel provided by a governmental entity, public charity, or educational institution)
- Income reportable at \$500 threshold No limits on income
- Travel payments received from a government agency to which you provided services are not reportable
- Describe services provided for any travel reported as income



Schedule E Income – Gifts: Travel Payments, Advances, and Reimbursements (cont.)

Q: I attended an educational conference last year sponsored by a university in Arizona. The university provided food and lodging to all attendees, but I paid for my own plane transportation. Reportable gift?

A: Yes, the gift of the food and lodging is reportable. It is not subject to the gift limit since the donor is a bona fide educational institution. The informational materials provided during the conference are not reportable gifts.

Q: I attended a curriculum conference last year sponsored by a textbook company in Arizona. The company provided food and lodging to all attendees, but I paid for my own plane transportation. Reportable gift?

A: Yes, the gift of the food and lodging is reportable. It is subject to the gift limit since the donor is not a bona fide educational institution. The informational materials provided during the conference are not reportable gifts.



Questions and Answers









Keith J. Bray

Cathie Fields

Janet Mueller

Diane Fishburn



Thank you for joining us.

Visit www.csba.org for upcoming training opportunities.