Payment to Agency Report

1. Agency Name
   City of San Jose
   Library Department
   Street Address
   150 East San Fernando Street, San Jose, CA 95112
   Area Code/Phone Number
   408-808-2150
   Email
   jill.bourne@sjlibrary.org
   Agency Contact
   Jill Bourne, Library Director

2. Donor Name and Address
   □ Individual
   One Dupont Circle, NW, Suite 700
   Washington
   DC 20036
   Address

3. Payment Information (Complete Sections 3.1 (a or b), 3.2, 3.3)
   3.1 (a) Travel Payment
   Aspen, Colorado
   Location of Travel
   United Airlines
   Transportation Provider
   $0.00
   Lodging Expenses
   $0.00
   Meal Expenses
   $763.00
   Transportation Expenses
   $50.00
   Other Expenses
   $813.00
   Total Expenses
   8/10/14
   Dates (month, day, year)
   □ Rail
   □ Air
   □ Bus
   □ Auto
   □ Other
   Aspen Meadows
   Name of Lodging Facility

   3.1 (b) Payment(s) not related to travel:
   0
   Dates (month, day, year)
   □ Rail
   □ Air
   □ Bus
   □ Auto
   □ Other
   □ Other
   Total Expenses
   $813.00

3.2. Payment Description. Provide a specific description of the payment and its agency purpose and use.
   Roundtrip airfare reimbursement for travel from San Jose for travel to the Aspen Institutes Forum on Communications and Society 2014 meeting held in Aspen Colorado from August 10 - 13, 2014.

3.3. Identify the officials who used the payment in Section 3.1

   Bourne
   Last Name
   Jill
   First Name
   Library Director
   Position/Title
   Library - Administration
   Department/Division
   Last Name
   First Name
   Position/Title
   Department/Division

4. Verification
   I authorized the acceptance of the reported payment(s) as in compliance with FPPC regulations.
   Pam Antil
   Assistant City Manager
   (month, day, year)
   Signature
   Print Name
   Title

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