

**DISTRIBUTION OF TICKETS OR PASSES AS GIFTS**

**Reference:** *Title 2 Section 18944.1*

This Policy does not apply to tickets or passes for activities, athletic events or performances sponsored by Southwestern Community College District.

From time to time, the College District receives a gift of tickets or passes to community facilities, events, shows, or performances for an entertainment, amusement, recreational, or similar purpose. The College District will distribute these tickets or passes when attendance at the event will further the District's mission or will significantly contribute to the professional development of an employee or a member of the Board of Trustees.

The College District will distribute the ticket or pass to the person who will benefit most directly or whose regular role in the College District most directly relates to the facility, event, show, or performance. The person receiving a ticket or pass pursuant to this procedure may not transfer the ticket or pass to any other person.

When the College District provides a ticket or pass to an official of the College District, the ticket or pass is not subject to the gift reporting provisions of SWC Procedure No. 2710 AP titled "Conflict of Interest," so long as the official treats the ticket or pass as income consistent with applicable state and federal income tax laws and the College District reports the distribution of the ticket or pass as income to the official and on its website as set forth below.

For each ticket or pass distributed, including those which the recipient treats the ticket or pass as income consistent with applicable state and federal income tax laws according to the paragraph above, the College District will complete the California Fair Political Practices Commission (FPPC) Form 802. The District will post these completed forms on its website.