

# Memorandum

San Francisco Police Department

**To:** A/Captain Samuel Christ #501  
Commanding Officer  
Community Engagement Division

**From:** PSA Heather Hernandez Perez #4879  
Community Engagement Division

**Date:** Friday, February 23, 2024

**Subject:** Services: Drop Off Photo Booth

WILLIAM SCOTT

Chief of Police

APPROVED

YES

NO

A/CAPT SAM CHRIST #501

Acting Commander A. Perez #534

ASSISTANT CHIEF DAVID LAZAR  
SFPD OPERATIONS BUREAU

On Thursday, April 25, 2024, CED will be hosting the annual Bring Your Child to Work Day event. I have contacted Christina (Booths by Christy), and she has offered photo booth services for free which includes the following:

- [boothsbychristy.com](https://boothsbychristy.com) Displayed On Images
- Unlimited Digital Prints
- Custom Template or Overlay
- Custom Email Messaging
- Custom Text Messaging
- Virtual Backdrop
- Photos
- Gifs
- Video
- Boomerang
- Airdrop
- QR Code

The total worth of the photo booth is estimated to be \$500.00. There will be no fees for the San Francisco Police Department.

Attached to this memorandum is the Donor Disclosure/Gift Acknowledgement Form for the Police Commission approval.

Unattended Drop Off Booth



**Thursday, April 25, 2024**

**9:00 AM**

**62 Days Left**

Contacts

**Jamie Garon**

San Francisco Police Department  
Jamie.Garon@sfgov.org  
5107153041

Photo Booth / Digital Photobooth

**Unattended Drop Off Booth**

- Unlimited Digital Prints
- Custom Template or Overlay
- Custom Email Messaging
- Custom Text Messaging
- Virtual Backdrop
- Photos
- Gifs
- Video
- Boomerang
- Airdrop
- QR Code

**Backdrop**

**DONOR DISCLOSURE/GIFT ACKNOWLEDGEMENT FORM**

Thank you for your generous contribution to \_\_\_\_\_ .  
In order to help the \_\_\_\_\_ comply with San Francisco's Sunshine Ordinance, \* we ask that you please complete this form and return it as soon as possible to: \_\_\_\_\_ **Attention:**  
**Donor Disclosure.**

Thank you again for contributing to \_\_\_\_\_ .  
Donor: *BONNIE BY CHRISTY* Date: *2/23/24*  
Gift: *PHOTO BOTTLE PICTURES* Estimated Value: *\$500.00*  
(For Gifts other than cash gifts)

Contact Information: *CHRISTINA HANSON*

Name: *CHRISTINA* Address: *2948 JO ANN DRIVE* Telephone: *510-484-3361*  
Street Apt.

*210 HUMBOLDT CA, 94806*  
City, State, Zip Code

The above contact information is:  Business  Residence

Financial Interest: The sunshine Ordinance requires that a department that receives a gift of money, goods or services worth \$100 or more report any financial interest that the donor has involving the San Francisco City government. Please check the appropriate box or boxes below that describe your financial interest(s) in the City.

- Contract with City (Please describe):
- Grant from the City (Please describe):
- Lease of Space to or from the City (Please describe):
- City License, Permit or Entitlement for Use (Please describe):
- Pending request for a City Contract, Grant, Lease, License,, (Please describe):
- Permit or Other Entitlement for Use. (Please describe):
- Other Financial Interest (Please describe):
- No Financial Interest

\*The San Francisco Sunshine Ordinance (San Francisco Administrative Code Chapter 67), as approved by the San Francisco voters in 1999, provides that:

**SEC. 67.29-6. Sources of Outside Funding**

No official or employee or agent of the city shall accept, allow to be collected, or direct or influence the spending of, any money, or any goods or services worth more than one hundred dollars in aggregate, for the purpose of carrying out or assisting any City function unless the amount and source of all such funds is disclosed as public record and made available on the website for the department to which the funds are directed. When such funds are provided or managed by an entity, and not an individual, that entity must agree in writing to abide by this ordinance. The disclosure shall include the names of all individuals or organizations contributing such money and a statement as to any financial interest the contributor has involving the City

**SAN FRANCISCO POLICE DEPARTMENT**