



county of ventura

David J. Sasek, P.E.
Director

GENERAL SERVICES AGENCY
800 South Victoria Avenue, L#1000
Ventura, CA 93009
(805) 654-3700

TO: All Suppliers and Potential Suppliers

FROM: Cliff Chroust
Procurement Services Manager

SUBJECT: **GIFT ACCEPTANCE POLICY**

The County of Ventura regards each supplier as a business partner, and as such, feels it is important to maintain an atmosphere of honesty and integrity in all of our dealings. Therefore, your assistance in adhering to this policy is requested.

In general, County employees are prohibited from, directly or indirectly, soliciting or accepting any rebate, kickback, gift, gratuity, or favor for personal gain from any individual, corporation, or group.

Procurement staff (or other individuals involved in the procurement process) shall not solicit any form of gratuities. Unsolicited consumables up to \$50 may be accepted and shared with employees.

Feel free to contact me at (805) 654-3718 with any questions or comments.

Paul R. Young
Chief Deputy Director
Facilities & Materials

Greg Bergman
Deputy Director
Administrative Services

Ron Van Dyck
Deputy Director
Parks Department

Christopher Melton
Deputy Director
Fleet Services