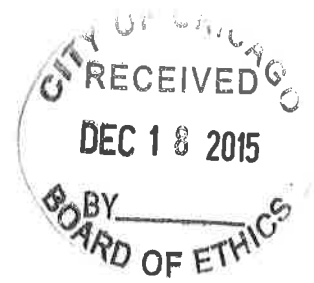




DEPARTMENT OF PROCUREMENT SERVICES
CITY OF CHICAGO



December 16, 2015

Mary Horger
300 Seminary Ave.
Ukiah, CA 95482
(Address)



Ms. Horger:

As an employee of the City of Chicago Department of Procurement Services (DPS), I am obligated to return the gift of \$50 Visa Gift Card. DPS adopted a Zero Tolerance Policy for gifts from vendors in February 2005. This includes all gifts even those valued at less than \$50.00. This means that DPS employees may not accept any items from vendors/consultants, regardless of whether the vendor/consultant currently does business with the City of Chicago. Your thoughtfulness and well wishes are appreciated.

Best wishes to you.

Monica Jimenez
Deputy Procurement Officer
City of Chicago
Department of Procurement Services

Cc: S. Berlin, Bd of Ethics
JLR/file
REB/file
M. Volini, DPS HR

VISA

\$50

\$1.95 PURCHASE FEE
VALID THRU 06/2021

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NO FEES AFTER PURCHASE

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