# Annex D: Template Register of gifts and hospitality

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name**  | **Position** | **Date of Offer**  | **Declined or Accepted?** | **Date of Receipt (if applicable)** | **Details of Gift /Hospitality** | **Estimated Value** | **Supplier / Offeror Name and Nature of business** | **Reason for Accepting or Declining** |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |