

1 [Requiring City offices to display signs, brochures, and forms for the San Francisco Working  
2 Families Credit Program.]

3 **Ordinance amending the San Francisco Administrative Code by adding Section 12S.2,**  
4 **to require City offices to display signs, brochures and forms for the San Francisco**  
5 **Working Families Credit Program.**

6 Note: Additions are *single-underline italics Times New Roman*;  
7 deletions are *strikethrough italics Times New Roman*.  
8 Board amendment additions are double underlined.  
9 Board amendment deletions are ~~strikethrough normal~~.

9 Be it ordained by the People of the City and County of San Francisco:

10 Section 1. The San Francisco Administrative Code is hereby amended by adding  
11 Section 12S.2, to read as follows:

12 **SEC. 12S.2. CITY OFFICES TO PROVIDE FORMS AND INFORMATION.**

13 *Each department head shall take all appropriate steps to ensure that the informational signs,*  
14 *brochures and application forms for the San Francisco Working Families Credit Program, to be*  
15 *provided by the Treasurer, are displayed at any counter or other reception area accessible to members*  
16 *of the public in any City-occupied building under his or her jurisdiction where residents receive City*  
17 *services. Upon passage of this legislation, Departments shall obtain the materials from the Treasurer*  
18 *and shall display the materials through April 15, 2005. Every year thereafter while the Working*  
19 *Families Credit Program is in effect, Departments shall obtain materials from the Treasurer by*  
20 *January 15 and display the materials from that date through April 15.*

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23 APPROVED AS TO FORM:  
24 DENNIS J. HERRERA, City Attorney

25 By: \_\_\_\_\_  
Linda M. Ross

Deputy City Attorney

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