



# Gift and Hospitality Issues

## *Examples of Gifts and Hospitality*

Write down two examples of an inappropriate gift in your business.

1. \_\_\_\_\_
2. \_\_\_\_\_

Write down two examples of an inappropriate gesture of hospitality in your business.

1. \_\_\_\_\_
2. \_\_\_\_\_

Put a check next to each kind of gift or hospitality that is acceptable in your workplace. Provide an example.

Gifts:

- Mementos - Example: \_\_\_\_\_
- Promotional gifts - Example: \_\_\_\_\_
- Sample product - Example: \_\_\_\_\_
- Special occasions - Example: \_\_\_\_\_
- Souvenirs - Example: \_\_\_\_\_

Hospitality:

- Meals in normal course of doing business - Example: \_\_\_\_\_
- Lodging related to business - Example: \_\_\_\_\_
- Entertainment - Example: \_\_\_\_\_
- V.I.P. treatment or service - Example: \_\_\_\_\_