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Another Example of Community Support is the Gift Matching Program

The Gift Matching Program is established to supplement the charitable efforts of full-time employees who contribute money or securities to institutions or charitable organizations which qualify under the conditions of the program. You are eligible to apply for matching contributions from the Company under the Gift Matching Program.

Generally, the Company will match, dollar for dollar, gifts to organizations within the United States or its possessions which have received 501(c)(3) tax-exempt status from the Internal Revenue Service and which are not classified as private foundations under the Internal Revenue Service Code 509, except contributions to churches for ongoing operating and capital costs. The Company will consider matching gifts to churches for capital and extraordinary expenditures that are clearly identified by a special fund raising effort. Contributions to building funds, major maintenance funds or funds established for similar purposes which operate on a continuing basis do not qualify. Donations made to individuals, travel expenses, or memberships to an organization are also disqualified.

The Company reserves the rights to deny matching to otherwise qualifying organizations which it feels are inconsistent with Company standards.

The maximum amount of your gifts which the Company will match in any one calendar year is \$500. The minimum single gift which will be matched is \$50. There is a four-transaction limit in one year for each employee.

Gifts must be personal contributions actually made (not merely pledged) in cash or securities. In the case of securities, the eligible individual must document the market value of the securities.

If you wish to have your charitable gift matched by the Company, you should complete a Gift Matching Application which can be obtained on AndeConnect, Human Resources tab, Forms tab; or on the Support our Communities page on AndeConnect. After the application is completed, it should be returned to the Corporate Services Secretary.

If the organization and the contribution meet all of the Gift Matching Program guidelines, the application may be sent to the organization for verification. Once the application has been approved/verified, a check will be sent to the organization along with a copy of the Gift Matching Application. The applicant will also receive notice of payment.

If you have any questions about the Gift Matching Program, you are encouraged to contact the Corporate Services Secretary.