

Purpose

Since its inception, the BAE Systems Matching Gift Plan has provided significant support – through both company and employee contributions – to strengthen higher education across the nation.

Building on this tradition of support, effective January 1, 1997, the Plan expanded its original focus of support to higher education and now includes secondary education, and arts/cultural organizations. Providing a one-to-one match, the Plan literally doubles the employee's contribution. This means that the designated organization will receive two gifts—your gift and a gift of the same amount from BAE Systems.

Together as partners, BAE Systems and its employees are making a difference through their support to expand knowledge, increase understanding and enrich the artistic and cultural expression of the world in which we live.

Contributions guidelines

BAE Systems will match charitable contributions to eligible organizations made in cash or marketable securities, of \$25 or more, to a maximum of \$10,000 per employee per year.

Contributions may not include:

1. Those made in remission or in lieu of other payments (e.g., tuition, fees, dues, church contributions, insurance premiums, etc.) or in return for any other benefits.
2. Those made by a group of BAE Systems employees.
3. A pledge for payment not yet made.
4. Other payments not regarded by BAE Systems as personal contributions.
5. Those made to fulfill membership requirements.

Eligible organizations

All organizations under the following categories must be located in the United States and be tax exempt with a 501(c)3 in their own name or be an instrumentality of a state or local government as provided by Section 170(c)1 of the Internal Revenue Code.



Higher education

Any college, university or association of colleges and universities that have been accredited by the appropriate regional or professional organization.

Gifts may be earmarked for a specific department, such as the Engineering Department or Business School, by designating this preference on the line marked "Fund/Purpose" in Part A of this form. The BAE Systems match will be made to the same designation as your gift. Participants may give to institutions other than those they attended. In addition, contributions to the following educational associations are eligible:

American Indian College Fund
National Hispanic Scholarship Fund
The United Negro College Fund



Secondary education

Public and private high schools that are accredited by the appropriate regional association or other recognized accrediting organization. Gifts to accredited K-12 school districts are eligible if your gift is earmarked for use in secondary (high school) education as defined by the recipient district.

Arts and cultural organizations

This category includes museums, performing arts groups, zoological societies, botanical gardens, libraries, and other arts and cultural organizations that are organized as public charities and serve the public good.

Eligible participants

To participate in the Plan, you must be a full-time employee of BAE Systems. Spouses of eligible employees may also take advantage of the Plan.



Procedures

Complete Section A of this request form and mail the entire brochure along with your gift to the eligible organization. A separate form must be completed for each gift.

The recipient organization will complete Section B and forward the entire form to the BAE Systems Matching Gift Plan.

Matching grants are processed on a quarterly basis. You will receive an acknowledgement letter from the Matching Gift Plan after the gift has been matched.

Administrative conditions

BAE Systems reserves the right to amend, suspend or terminate the Matching Gift Plan at any time without prior notice. BAE Systems shall rule on all questions regarding interpretation, eligibility and administration of the Plan, and decisions are final. An advance determination regarding what constitutes a qualified contribution or an eligible organization may be obtained by contacting:

BAE Systems
Matching Gift Plan
Box 7516
Princeton, NJ 08543-7516
(888) 293-8357

Form A

To be completed by employee

Last name First name Middle initial

Social security number Date of employment

Home address

City State Zip code

Division

Location Work extension

E-mail address

Hourly (non-exempt) Salaried (exempt)

Given to

Name of recipient organization

Date of contribution Fund/Purpose (if designated)

Employee relationship to institution:

Student Alumnus Volunteer
 Board member Other

I hereby certify that the above contribution is my or my spouse's personal gift. I further certify that this gift does not represent money collected from others, and that no member of my family, or myself, will receive – either now, or in the future – any benefit in consideration of this contribution.

Employee Signature Date

Form B

To be completed by recipient organization

Federal tax identification number (EIN number)

Legal name of recipient organization

Mailing address

City State Zip code

Type of organization:

Public higher education Private higher education
 Arts and culture Public secondary education
 Private secondary education Medical or scientific research

Has your organization been a recipient of a BAE Systems Matching Gift contribution in the past?

Yes No

If no, please submit either a copy of your 501(c)3 designation letter or verification that your organization is an instrumentality of a state or local government as provided by Section 170(c)1 of the Internal Revenue Code.

Tax deductible amount of the gift reported in Section A: _____

Received from: _____
Employee (spouse) name

Date received: _____

I hereby certify that a contribution, as described in Section A of this form, was received by the above named organization, and that both the contribution and the recipient organization meet the eligibility requirements of the BAE Systems Matching Gift Plan as described in this brochure.

Name _____

Title _____

Authorizing signature _____ Date _____

Submission Deadline

Participating organizations must submit Matching Gift forms no later than 90 days after receipt of the employee's gift to be eligible for a match.

Please mail this Matching Gift request form to:

BAE Systems
Matching Gift Plan
Box 7516
Princeton, NJ 08543-7516

Matching Gift Plan



BAE SYSTEMS