

Crane Co. Matching Gifts Program – Application Form

Eligibility requirements and other important information appear on the reverse side of this form.

PLEASE TYPE OR PRINT CLEARLY

PART 1: To be completed by employee or director and mailed with the gift to the eligible institution (see definition on reverse side).

DONOR: Employee Director

DONOR NAME: _____

ADDRESS: _____

Street Address or P.O. Box

City, State Zip Code + 4

CRANE BUSINESS UNIT/DEPT.: _____

NAME OF ELIGIBLE INSTITUTION: _____

FORM/AMOUNT OF GIFT: Check or Money Order\$ _____

Securities with market value of.....\$ _____

Total value of this gift.....\$ _____

If securities, number of shares & description: _____

I certify that the information submitted is correct and that my gift fully complies with the provisions of the program.

DATE OF GIFT: _____ SIGNATURE OF DONOR: _____

PART 2: To be completed by an authorized officer of the receiving institution and sent to The Crane Funds (see bottom right for mailing address and contact information).

NAME OF INSTITUTION: _____

ADDRESS: _____

Street Address or P.O. Box

City, State Zip Code + 4

ACCREDITED BY: _____

I certify that (a) the above-named institution is tax-exempt and qualifies as an eligible institution as defined on the reverse side of this form and (b) the total value of this gift as indicated above was received on _____.

Name of Certifying Officer: _____ Title: _____

Signature: _____ Date Certified: _____

When Parts 1 and 2 have been completed, please return the entire form **PLUS A PHOTOCOPY OF THE FACE OF THE CHECK, MONEY ORDER, OR SECURITIES** to the address at right >>

The Crane Funds/Crane Co. Matching Gifts Program
140 Sylvan Avenue, 1st Floor, Suite 4
Englewood Cliffs, NJ 07632-2502
Phone: (201) 585-0888 Fax: (201) 585-9663

Crane Co. Matching Gifts Program

PURPOSE

Crane Co. (Crane) has established a gift matching program to stimulate voluntary support of educational institutions. Effective December 1, 1981, Crane will match any eligible gift made by an eligible individual to an approved institution subject to the following guidelines.

ELIGIBLE INDIVIDUALS

Any full-time employee or any member of the Board of Directors of Crane Co., or any of its domestic divisions and subsidiaries, who, prior to the donation, has at least one year of continuous service with Crane, its domestic divisions or subsidiaries or with the domestic businesses acquired by Crane.

APPROVED INSTITUTIONS

1. Any **educational institution** (public or private, junior college, community college, technical institute, four-year college, university, seminary, theological school, post-graduate/professional school) which is:
 - located in the United States or one of its possessions,
 - non-profit,
 - accredited by a nationally recognized accrediting agency,
 - recognized by I.R.S. as a tax-exempt educational institution to which contributions are deductible for Federal income tax purposes.
2. A tax-exempt fund, foundation, or association whose purpose is to transmit funds to an eligible institution or institutions described above.

ELIGIBLE CONTRIBUTIONS

1. Gifts must be personal contributions made, not merely pledged, directly to an approved institution in cash (check or money order) or marketable securities. The value of the securities, for the purpose of the program, will be determined by Crane and will be the quoted market value on the date of the gift or on the last preceding day when such a sale was made.
2. A minimum contribution of \$50 to any institution must be made to qualify for a matching gift.
3. The maximum contribution(s) that Crane will match will be \$5,000 per person, per calendar year.
4. The maximum limitation on matching gifts by Crane to any single institution will be \$20,000 per year.

INELIGIBLE CONTRIBUTIONS

Crane will NOT match:

- payments for tuition, books, or other student fees,
- dues to national or local alumni groups,
- subscription fees for publications,
- bequests,
- insurance premium payments,
- class dues,
- gifts to support athletics, including athletic subsidies and scholarships,
- gifts intended to fulfill personal pledges, tithes, or other church-related financial commitments,
- gifts to professors,
- gifts given through a third party or gifts given to an institution as a way of supporting a third party organization (e.g. athletic, religious, or social organization).

CONDITIONS

1. Crane may suspend, change, or terminate the program at any time.
2. The interpretation, application, and administration of the provisions of the program shall be determined by Crane, and its decision shall be final.

PROCEDURE

1. The donor should complete and sign Part 1 of the application form on the reverse side and mail it, along with the contribution, to the designated institution.
2. An authorized officer of the institution should complete and sign Part 2 of the form and mail it with the required substantiation to:

**The Crane Funds/Crane Co. Matching Gifts
140 Sylvan Avenue, 1st Floor, Suite 4
Englewood Cliffs, NJ 07632-2502**

3. Crane will verify the information on the form and, after determining eligibility, will authorize payment of a matching gift by Crane in accordance with the provisions of the program. Contributions may be made at any time during the calendar year. Matching gifts by Crane will be made quarterly.
4. Crane will notify the donor when the matching gift has been forwarded to the approved institution.