

# Application and Instructions: Eaton Vance Matching Gift Program

	PLOYEE (Please complete and mail Mat		
Name and Address of Qualified Ch			
Type of Gift Check	Credit CardSecurities:		
Full Name of Security	Number of Shares		§
Name of Eaton Vance Employee:			
Signature of Employee	Date	e of Gift Given	
Part 2: RECIPIENT (Please co	mplete and mail entire application to	address below)	
As an authorized officer of this org	anization, I certify that the gift of		indicated above was received or
	from	me of Donor	
Date	Please Print Nai	me of Donor	
The organization's IRS 501(c)(3)	tax-exempt number is:	(REQUIRED)	
I also certify that, as described on t gift is a "Permitted Contribution."	he reverse side of this form, this organ	nization is a "Qualified	l Charitable Organization" and the
Name of Institution			
Address of Institution			
Name of Certifying Officer (Please	Print)	Title	
Signature		Date of Certification	
*The mean of the high and low priors shares on the date received.	ces of a publicly traded security on the	e date received, or the	closing price for mutual fund
Wh	en both Parts 1 and 2 have been comp	pleted, please mail form	n to:
	Matching Gift Prog Eaton Vance Two International I Boston, MA 021	Place	



# Application and Instructions: Eaton Vance Matching Gift Program

#### The Plan in Brief

The goal of Eaton Vance in offering its Matching Gift Program is to sustain and promote an attitude of shared commitment by corporations and individuals with respect to the well-being of our society.

#### **Persons Eligible for Participation**

All full-time and part-time employees of Eaton Vance.

## **Qualified Charitable Organizations**

All institutions, organizations, associations, and funds must be non-profit and qualified as 501(c)(3) tax-exempts by the Internal Revenue Service of the U.S. Treasury Department.

#### 1. Hospitals and Health Agencies

 Accredited hospitals, health agencies, health care services, physical rehabilitation programs, and alcohol and drug abuse programs.

#### 2. Social Service Agencies

• Community agencies, vocational rehabilitation agencies, relief agencies, and aged, youth, civic and urban programs.

### **3. Educational Institutions**

- Any private or independent secondary school accredited by a nationally recognized accrediting agency.
- State licensed schools of special education for primary or secondary school children with physical or mental handicaps.
- Any private or tax-supported college, university, graduate or professional school in the United States or Canada listed in the Education Directory, Colleges and Universities, U.S. Department of Health, Education and Welfare, or similar directory
- An alumni or other fund, foundation or association, when it is certified by an institution qualified above.

#### 4. Cultural Organizations

• Libraries, ballets, museums, operas, symphonies, theatres, zoological societies, botanical gardens, performing and visual arts groups, public broadcasting corporations, and literary societies, and such other arts and cultural organizations as the Company may recognize.

#### 5. Religious Organizations

• If questions occur regarding the eligibility of an institution or organization, it is the responsibility of the employee to provide proof of that eligibility according to stated conditions.

#### **Permitted Contributions**

- Gifts totaling \$2,000 with a minimum gift of \$25 from each employee will be matched by the Company.
- Gifts of publicly traded securities or mutual fund shares are matched in cash based upon the market value of the securities on the date received by the organization.
- Gifts must be contributions made, not merely pledged, by the employee directly to a qualified organization or institution in cash, check, publicly traded securities, or mutual fund shares.
- Gifts may be restricted or unrestricted. All matching gifts by Eaton Vance will be made on the same basis.
- Gifts must come from the personal funds of the donor (i.e., not from a fund or organization for which the employee has fiduciary responsibility).
- Gifts cannot be for dues, subscriptions, tickets or other goods or services.
- A contribution made by an eligible contributor in the name of his or her spouse will be treated as though made in the contributor's name for the purposes of this program.

#### How the Plan Operates

The donor obtains this application from Eaton Vance, fills out Part 1 and sends the application with his or her gift to the eligible institution.

An authorized officer of the eligible institution fills out Part 2, certifying receipt of the gift and submitting its IRS assigned tax-exempt number verifying its non-profit status.