



U.S. Matching Gifts Program Guidelines

It is important to Fitch Ratings to support our employees in their contributions to worthy causes. To provide this support, we offer the Matching Gifts Program. Administered by Fitch Ratings' Human Resources Department, the program matches 100% of each dollar of your gift to eligible charitable organizations, up to \$1,000 per calendar year or a maximum match of \$1,000. The minimum tax deductible gift eligible for matching is \$50.

Fitch Ratings' Philosophy of Giving:

Fitch Ratings supports charitable organizations and programs whose mission and operations are broad and non-discriminatory, or whose activities address social needs or benefit underserved groups and communities. We also reserve our support to those organizations that exhibit appropriate efficiency in their operations and high integrity in the stewardship of their assets.

Who can participate?

U.S. regular, full-time and part-time employees of Fitch Ratings. Ineligible individuals include but are not limited to interns, contract employees and temporary employees.

Which organizations qualify to receive eligible matching gifts?

Organizations founded and operated exclusively for religious, educational, scientific or other charitable purposes are eligible donees, provided they are located in the U. S. or one of its possessions; qualify for exemption from federal income tax under Section 501(c)(3) of the U.S. Internal Revenue Code; and are generally eligible to receive tax-deductible contributions.

Ineligible organizations include but are not limited to:

Any political campaign, political action committee or other organization accepting donations/gifts for political purposes are ineligible, as are any organizations the mission or operations of which are in the opinion of Fitch Ratings' inconsistent with Fitch Ratings' Philosophy of Giving.

What contributions are eligible?

Contributions must be made by the employee directly to an eligible institution in the form of cash, check or credit card. A gift must be paid, not simply pledged, directly to an eligible organization. The minimum tax-deductible gift eligible for matching is \$50.

How the program works:

The employee should:

- ◆ Complete Part A of the Matching Gifts form
- ◆ Mail the original form, with the donation and any other necessary documentation, to the charitable organization of choice that meets the criteria listed in the guidelines.

The recipient organization should:

- ◆ Complete Part B of the Matching Gifts form
- ◆ The organizations' authorized officer must verify the donation, sign the application and return the original form to:
Fitch Ratings, c/o Danelis Espinal, 33 Whitehall Street, New York, NY 10004.

There will be one payment each quarter to eligible organizations for applications received in the previous quarter.

Program Administration:

Fitch Ratings may, at any time, exercise the right to change, suspend or terminate the Matching Gifts Program. Fitch Ratings is responsible for the Program's interpretation and administration, and their decision shall be final. Fitch Ratings reserves the right to audit any gift-related records of individuals and organizations, and to request any supporting documentation it considers necessary to evaluate the validity of any Matching Gifts request.

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Instructions:

Donor:

- ◆ Complete Part A of this form – one for each gift. Please print or type.
- ◆ Send this form with your contribution to the recipient organization.

Recipient Organization:

- ◆ Verify receipt of gift.
- ◆ Complete Part B of this form. Please print or type.
- ◆ If this is your first matching gift request to Fitch Ratings' Matching Gifts Program, please enclose a copy of your Internal Revenue Service 501(c)(3) determination letter and a brief description of your organization's mission statement or purpose.
- ◆ Forward form to the address printed below.

Part A – Donor Section

Employee Name

Department & Location

Home Address

City/State/Zip

Business Telephone (including Area Code)

Business E-mail Address (optional)

Exact Date of Gift

\$ _____

Amount of Gift (Min \$50)

\$ _____

Amount to be Matched (Min \$50) (Max \$1,000)

Type of Gift (please check one):

Cash Check Credit Card

Name of Organization Receiving Gift

Organization's City, State

I certify that my gift is a voluntary contribution, paid by cash, check, or credit card and not merely pledged. I certify that neither my family nor I will derive any direct or indirect financial or material benefit from this contribution and that it does not represent, in any way, a fee for a service or benefit. I have read and understand the guidelines of the Fitch Ratings Matching Gifts Program attached to this form, and I certify that my gift fully complies with its provisions.

Donor Signature

Date

Mail completed form with your contribution to the recipient organization.

Part B – Recipient Section

Organization Name

Address

City/State/Zip

Telephone (including Area Code)

Fax (including Area Code)

E-mail Address

Web Site (if any)

Date Gift Received _____ \$ _____

Amount of Gift

I verify receipt of the charitable gift described by the donor, and I hereby certify that this is a non-profit organization/program that meets all of the eligibility requirements of the Fitch Ratings' Matching Gifts Program, and that contributions to it are tax-deductible under Section 501(c)(3) of the Internal Revenue Code. Neither the donor nor Fitch Ratings will derive any personal material benefit from this gift or match. This gift is a voluntary charitable contribution that fully complies with the guidelines of Fitch Ratings matching gifts Program attached to this form.

Authorized Officer's Name (please print)

Title (please print)

Signature of Authorized Officer Date

Mail completed form and any required enclosures to:
Fitch Ratings Matching Gifts Program
c/o Danelis Espinal
33 Whitehall Street
New York, NY 10004
Phone: 212-908-0500 x1027
E-mail: danelis.espinal@fitchratings.com