

**FORD & HARRISON LLP
271 17th Street, NW
Suite 1900
Atlanta, GA 30363
404-888-3800**

MATCHING GIFT FORM INSTRUCTIONS

Donor:

Complete and sign the form. Attach your gift (check, credit card number, money order, etc.) to the form and mail to the recipient organization along with these instructions.

Recipient Organization:

Please have authorized individual sign the form, list his/her title and the amount of the donor's gift. Return form to the address below:

**Accounts Payable Department
FORD & HARRISON LLP
271 17th Street, NW
Suite 1900
Atlanta, GA 30363
404-888-3800**

*** Please be sure to include address for matching gift to be sent. ***

FORD & HARRISON LLP
271 17th Street, NW
Suite 1900
Atlanta, GA 30363
404-888-3800

MATCHING GIFT FORM

(To be sent with gift to organization)

Name of Ford & Harrison Donor:

Donor Home Address:

Donor Social Security #:

Name of Organization Receiving Gift:

Organization Address:

Organization Telephone #:

Date of Gift:

Amount of Gift:

Check _____

Credit Card # _____

Signature of Donor: (Authorizing recipient organization to report gift and apply for match.)

RECIPIENT ORGANIZATION

Signature of Officer Authorized to Sign this Form:

Title: _____

Organization Tax ID No.: _____

Amount of Donor's Gift: _____

Address to return matching gift: _____

ELIGIBLE INDIVIDUALS: Any full-time employee of Ford & Harrison LLP.

ELIGIBLE INSTITUTIONS: All eligible organizations must be tax-exempt under section 501 © (3) of the Internal Revenue Code.

Educational: Graduate and professional schools; universities, colleges, nursing schools, and technical institutes which are: Non-discriminatory, degree granting; located in the U.S.; accredited by a nationally recognized regional or professional associations, recognized by the IRS as a tax-exempt educational institution. Alumni groups of the above are eligible.

Cultural: Arts Centers and Councils; Botanical Gardens and Zoos; Dance Companies; Historical Societies including Historic Preservation/Restoration Organizations; Libraries; Museums of Art, History and Science; Opera Companies ;Orchestras; Planetariums; Professional and Community Theaters; and Public Radio and TV which are based in the states Ford & Harrison has offices.

RESTRICTIONS / NON-ELIGIBLE GIFTS

Ford & Harrison will not contribute matching funds in the following areas:

Gifts to organizations which are not tax-exempt under IRS section 501 ©(3)

Educational gifts to primary or secondary schools

Gifts to athletic scholarship funds, programs, booster clubs, individual sororities or fraternities.

Alumni Groups dues or subscription fees for any publications

Insurance premium payments

Payments that cover the costs of services, tuition, books, student fees

Gifts to fulfill tithes, pledges or other church-related financial commitments

Ticket purchases or gifts to individuals where any direct value is received

Gifts to arts and cultural organizations where Ford & Harrison does not have an office

In-kind services, materials, supplies or pledges

Gifts made with the primary intent to receive specific merchandise

Payments to satisfy legal obligations

Gifts to scholarship funds which limit recipients to specific groups