

**THE UNOVA FOUNDATION MATCHING GIFTS PROGRAM
GIFTS TO EDUCATIONAL INSTITUTIONS (K-12 SCHOOLS, COLLEGES, AND UNIVERSITIES)**

INSTRUCTIONS TO PARTICIPANT: Please complete and send the top portion of this form with your contribution to the recipient institution; complete, detach, and send the bottom portion to the Foundation.

NAME OF RECIPIENT EDUCATIONAL INSTITUTION		DATE OF GIFT	AMOUNT OF GIFT \$
MAILING ADDRESS OF INSTITUTION (STREET NUMBER, CITY, STATE, ZIP CODE)			
PARTICIPANT'S NAME (PLEASE PRINT OR TYPE)		WORK TELEPHONE NUMBER ()	
PARTICIPANT'S COMPLETE HOME ADDRESS			
SIGNATURE (I AM ELIGIBLE TO PARTICIPATE IN THIS PROGRAM AND THIS GIFT DOES NOT REPRESENT PAYMENT FOR ANY SERVICES, TUITION, OR BENEFIT TO ME.)		E-MAIL ADDRESS	

NOTE: The participant's signature on this form authorizes the recipient educational institution to report this gift to The UNOVA Foundation to apply for an additional contribution under its Matching Gifts Program (minimum gift \$1,000).

**RECIPIENT INSTITUTION GIFT ACKNOWLEDGMENT
(All lines must be completed)**

I hereby certify receipt of the gift indicated above in the amount of \$ _____. I further certify that this gift qualifies as a charitable contribution as defined in Section 170(c) of the Internal Revenue Code and that this institution is not a private foundation as defined in Section 509(a) of the Code.		
NAME OF RECIPIENT INSTITUTION AND MAILING ADDRESS (INCLUDE ZIP CODE)		SIGNATURE OF RECIPIENT'S AUTHORIZED OFFICER
		NAME (PLEASE PRINT OR TYPE)
		TITLE
TELEPHONE NUMBER ()	E-MAIL ADDRESS	DATE

INSTRUCTIONS TO RECIPIENT INSTITUTION: Please complete the acknowledgment above and send this form to -

The UNOVA Foundation
6001 36th Avenue West
Everett, Washington 98203-1264

Cut here

ADVICE TO THE UNOVA FOUNDATION

(To be completed by participant and mailed to the Foundation at the time the above portion is sent to the recipient institution.)

NAME OF INSTITUTION RECEIVING GIFT		AMOUNT OF GIFT \$
PARTICIPANT'S NAME AND HOME ADDRESS		
DATE OF GIFT	SIGNATURE	

PLEASE DETACH THIS PORTION AND MAIL TO THE UNOVA FOUNDATION,
6001 36th Avenue West, Everett, Washington 98203-1264

September 21, 2004

To all U.S. Employees of UNOVA and its Subsidiaries:

I am pleased to announce an important change to the Matching Gifts Program of The UNOVA Foundation under which the Foundation matches contributions to eligible K-12 schools, colleges and universities. In the past, only executives above a certain level were eligible to participate in this program. The Foundation has decided that the Matching Gifts Program should be made available to all U.S. employees. The following are the new rules:

Who is eligible?

All U.S. employees of UNOVA and its subsidiaries who are not represented by a union or similar collective bargaining organization are eligible to participate in the Matching Gifts Program.

How much will be matched?

The UNOVA Foundation will match, on a one-to-one basis, contributions by eligible employees to K-12 schools, colleges and universities of up to \$5,000 during each calendar year. Contributions may be made to more than one institution up to a combined maximum of \$5,000 per year. The *minimum* matchable amount of contribution to any one institution is \$1,000 per year.

What is an eligible contribution?

The UNOVA Foundation will match personal gift contributions in cash, check or securities. When securities are given, the Foundation's matching cash amount will be the market value of the securities on the date they were given. Pledges will be matched when fulfilled, and the Foundation's matching portion may not be included in your pledges.

Which institutions are eligible?

Your contribution to any K-12 schools, colleges and universities, if recognized by the Internal Revenue Service as tax deductible, will qualify for The UNOVA Foundation Matching Gifts Program.

How do I apply for a matching gift?

Attached is a copy of the form to use for making your contribution and the request for a matching contribution. This form will also be made available on the Intranet in the near future.

If you have further questions, please address them to Lucia Linn, Administrator of Foundation Programs (llinn@unova.com) or me.

Cathy Younger
President
The UNOVA Foundation