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Employee Giving

Employee Gift Match Program

Lam's Employee Gift Match Program encourages community involvement on the part of our employees and supports the nonprofit organizations of interest to our employees. Lam recognizes that community involvement and support are required to improve the quality of life in the regions where Lam has offices. The Employee Gift Match Program offers Lam employees the option to support their community through monetary contributions and as volunteers, or a combination of the two. Monetary contributions are matched dollar—for—dollar. Lam matches volunteer hours, in increments of one hour, by contributing \$10.00 per hour for every volunteer hour completed by a Lam employee.

Eligibility

All regular, full—time employees can request the Company to match up to \$600.00 per year through direct monetary contributions, volunteerism, or a combination of the two.

Eligible Organizations

Nonprofit organizations and institutions that hold a tax—exempt status granted by the Internal Revenue Service. Nonprofits may be classified as educational, cultural, social service, environmental, health, or disability—related.

Ineligible Organizations

- Any religious, political, or veteran's groups
- Private foundations or organizations that promote a hobby
- Membership—based organizations (fraternities, sororities, booster, or social clubs)
- Organizations having discriminatory practices
- Organizations representing a conflict of interest to the Company, its employees, or that do not serve the community

Limits and payments of corporate dollars match

- Minimum cash amount matched per employee: \$20.00
- Minimum volunteer hours matched per employee: two hours (1/4, 1/2, or 3/4 hour increments of time will be counted as one hour)
- Maximum dollar amount matched per employee for cash/volunteer hours annually: \$600.00
- Matching is dollar for dollar (1:1) and \$10.00 per hour for volunteer hours
- Monetary contributions must be made via cash, check, or credit card to be eligible for matching
- All matching gifts are paid quarterly (within 30 days following the end of each quarter)

Note: No goods or services may be received by the employee, the employee's family, or other designated individuals in exchange for the solicited matching gift.

Should funds for this program become exhausted prior to the end of the fiscal year, no additional employee matches will be made during that fiscal year. Lam reserves the right to suspend, change, or terminate this program at any time.

Submittal Process

The Lam employee downloads the Matching Gift Form from the Lam Intranet and completes Part A, then submits it along with their donation or at the time of the volunteer activity to the nonprofit recipient. It is the nonprofit's responsibility to complete Part B of the Matching Gift Form and send it to Community Affairs for processing. Lam cannot process forms that are incomplete or contain incorrect information. Incorrect or incomplete forms will be returned to the employee. Requests must be received by Lam within 90 days of receipt of contribution or completion of volunteer activity to be eligible for matching. Organizations must provide a copy of their 501(c)(3) tax exemption letter with their request in order to receive a matching contribution.

For questions, you may email the Community Affairs department at CommunityAffairs@lamrc.com.