

**MATCHING GIFT PROGRAM
Application**



The Lubrizol Foundation was established in 1952 to make gifts to educational institutions and other non-profit charitable organizations on behalf of The Lubrizol Corporation. The Foundation maintains a Matching Gift Program to encourage employee participation. The Foundation matches employee gifts to educational institutions and other charitable organizations, dollar-for-dollar, up to **\$5,000** per employee and **\$2,500** per retiree annually, with a maximum of **five (5)** gifts matched per year. The person making the gift and the institution or organization receiving the gift must both be eligible and the gift must meet certain requirements. The minimum charitable gift eligible for matching is **\$100**.

SECTION A: TO BE COMPLETED BY THE DONOR. Send the original signed, completed form to the eligible organization. To request a match for an on-line contribution, the donor must complete Section A and send it with the electronic receipt to The Lubrizol Foundation, 29400 Lakeland Blvd., Wickliffe, OH 44092-2298. Receipts and completed application can also be faxed to 440.347.1858 or attachments sent to Foundation@lubrizol.com.

Choose one: <input type="checkbox"/> Employee		<input type="checkbox"/> Retiree	<input type="checkbox"/> Director
HR Employee #	Department #		Mail Drop #
Donor's name			
Street address			
City, State, Zip			
Date of gift	Amount of gift \$		Match amount \$
If securities: Company name		# of shares	Market value \$
Charitable organization's name			
Designated purpose, if desired			

I certify that, to the best of my knowledge, this gift meets the terms of the matching gift program.

X	
Donor's signature	Date

Processing will be delayed if this form is not completed and signed.

SECTION B: TO BE COMPLETED BY THE CHARITABLE ORGANIZATION.

Organization's name	
Street address	
City, State, Zip	Phone number
IRS Tax Exemption #	Tax deductible amount of the gift \$

We acknowledge receipt of the gift described above and certify that, to the best of our knowledge, it meets the terms of your matching gift program. Unless otherwise noted, nothing of tangible value is being given in return for this gift.

X
Signature of authorized official
Title
Date

The completed application must be received by the Foundation no later than January 30 of the following year. Send the signed, completed form to the following address. If you need further information, feel free to contact us.

**Matching Gift Administrator
The Lubrizol Foundation
29400 Lakeland Blvd. #054B
Wickliffe, Ohio 44092-2298**

**Telephone: 1-440-347-1797
Fax: 1-440-347-1858
Email: Foundation@Lubrizol.com**

Approved: \$ _____

Matching Gift Administrator _____ Date _____

MATCHING GIFT PROGRAM

Guidelines

Eligible Contribution Choices

(\$100 minimum per gift): Contributions must be made in the form of cash, check, credit card or securities having a quoted market value. Securities are valued at the closing market price on the date of your gift. Your gift must be made from your personal resources.

Eligible Participants

To be eligible, the donor must be a regular, full-time or part-time employee of Lubrizol or its wholly-owned subsidiaries, a retiree of such companies or a non-employee director of Lubrizol.

Contribution Limits

- Five gifts per year
- Up to \$5,000 per year per employee or director
- Up to \$2,500 per year per retiree

Eligible Recipient Organizations

- Nonprofit organizations recognized by the U.S. Internal Revenue Service both as tax-exempt under Section 501(c)(3) of the Internal Revenue Code and as public charities.
- Governmental entities such as public libraries, publicly owned and operated museums, municipal zoos, public schools, state colleges and universities and community colleges.

Limitations on Matching

- The Lubrizol Foundation will not provide financial support to any of the following entities: Churches, synagogues, mosques and other houses of worship. Note: The Foundation will consider matching gifts to programs operated by faith-based organizations if those programs (a) are open to all individuals in the community regardless of religious belief; (b) serve a secular purpose, such as a food pantry or a homeless shelter; and (c) do not require participants to join in religious worship as a condition of receiving the services that the charity offers.
- The Lubrizol Foundation will not match gifts that directly benefit the donor, immediate family members or other person designated by a donor, including contributions made in the form of: tickets for athletic, cultural and other benefit events; subscription fees; membership dues; multiyear commitments; deferred contributions; group contributions; payments in lieu of tuition, books or student fees; pledges, unless paid in full during a single calendar year (please note the January 30 completion date when making this kind of gift); charity benefit auction purchases, charity golf tournament registrations, or similar sports benefit events.
- Gifts for extracurricular activities, including athletics do not qualify.
- Gifts to United Way are not matched, since The Foundation makes direct, major grants to such campaigns in principal Lubrizol communities.

Applications for Matching

To apply for matching funds, you will need to complete and sign the Donor Section (A) of this form and send the form along with your charitable gift to the eligible organization. The charitable organization will need to complete and sign Section (B) and return the form to the Foundation. To request a match for an on-line contribution, the donor must complete Section (A) and send it with the electronic receipt to The Lubrizol Foundation, 29400 Lakeland Blvd., Wickliffe, OH 44092-2298. Receipts and completed application can also be faxed to 440.347.1858 or attachments sent to Foundation@lubrizol.com.

The completed application must be received by the Foundation no later than January 30 of the following year. Otherwise, the gift will not be matched.

Administration

The Foundation reserves the right to amend or terminate the Matching Gift Program at any time and, at its sole discretion, to determine all matters concerning the administration and operation of the program including the eligibility of donors, charitable organizations and gifts.

If you have questions concerning this program, contact the Foundation Matching Gift Administrator at 1-440-347-1797.