**Matching Gift Company Form**

**Simply provide us with the following information to be added to the GiftPlus Online Database:**

Company Name: Industry: Size:

Matching Gift Program Name:

Administrator Name: Title:

Address:

Phone Number: Fax Number:

Email:

Minimum Gift per participant per year: Maximum Gift per participant per year:

If additional detail on participants and levels provide information here:

Gift Ratio:

If additional detail ratios provide information here:

Fiscal Year:

Comment Section: (This is for a special instruction or message from the corporation about your program)

What types of employees/ participants are eligible?

What types of 501(c) 3’s do you match to?

What are your restrictions?

What is your distribution schedule for the match?

Do you have any deadlines for submitting a request for a match?

Can gifts be designated to a particular dept. or fund of a non-profit such as athletics or must it go to the general fund?

Are subsidiaries and/or divisions eligible? (If so, include list)

Do you have a volunteer matching or Dollars for Doers program? (Include min/max hours and amounts)

Do you have a green volunteer program where if an employee does something such as biking to work, that they can clock their hours and get a donation to their favorite charity? (Include min/max hours and amounts)

Send by link or attachment the following:

Form: Login:

Guidelines:

Send this information to: Marianna Funk; mfunk@hepdata.com