NO STAPLES

Employees Matching Grant Application

ONE Gas

Oklahoma Natural Gas | Kansas Gas Service | Texas Gas Service

PART A – DONOR FILLS IN THIS SECTION

1. Provide all information requested in Part A of this form.
2. After completing Part A, sign and send the form with the contribution to the charitable nonprofit organization for completion of Part B.

_____
Name of Donor Employee#

_____
Address

_____
City/State/Zip

_____
Daytime Telephone Number

_____
Date of Contribution

_____
Amount of Contribution ($25 minimum, $5,000 maximum per year)
Contribution MUST be 100% Tax Deductible

_____

_____

_____

_____
Name & Address of Charitable Nonprofit Organization

Securities (if applicable)

Stock # of shares_____

Bonds _____

Market Value $_____
On Date of Gift

_____
SIGNATURE OF DONOR

I certify that this is my PERSONAL contribution and is solely for the use of the charitable nonprofit organization named and that neither I, nor any member of my family, nor any related third party, will benefit in any way from this contribution. I further certify that the amount given is entirely my own.

Any questions should be directed to Tara Bradley at tara.bradley@onegas.com or 405-551-6574

December 2015

PART B – RECIPIENT CHARITABLE NONPROFIT ORGANIZATION FILLS IN THIS SECTION

_____
Name of Charitable Nonprofit Organization

_____
Name as Shown on Organization's IRS Tax Forms

VERIFICATION OF CONTRIBUTION RECEIVED:

_____
Verifying Official's Name and Title

_____
Verifying Official's Telephone Number & Email Address

_____
Amount of Donor's Contribution

_____
Amount of Contribution That Is Tax Deductible

_____
Taxpayers Federal Identification Number

_____Date:_____
SIGNATURE OF VERIFYING OFFICIAL
(Stamp signatures unacceptable)

I confirm the above contribution was received and that no direct, tangible benefit will accrue to the donor, to any member of his or her family, or to any related third party as a result of this contribution. I also certify that the organization is a U.S. 501(c)(3) organization.

I further certify that I am a U.S. person (including a U.S. resident alien) and that the number shown above is the organization's correct taxpayer identification number (or waiting for a number to be issued.)

Please mail or email the following (3) documents to:
Tara Bradley
ONE Gas Foundation
Post Office Box 401
Oklahoma City, OK 73101-0401
Tara.Bradley@onegas.com
(1) Completed Application
(2) Copy of the Organization's IRS determination letter 501(c)(3)
(3) Copy of the Organization's W-9 Form

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Signed verification of a contribution must be received by ONE Gas by February 1 following the calendar year in which the contribution was made. Late forms will not be accepted. Matching grants will be paid by March 1. If not cashed, checks will cancel at the end of the calendar year in which the check was issued.