



## MATCHING GIFTS PROGRAM FORM

PVR Partners, LP provides financial assistance to educational institutions and civic, cultural and medical/science organizations by making corporate contributions for the personal gifts made by eligible individuals.

### How the Program Works:

**The individual** completes part 1 of this form and sends the entire form to the institution or organization with his or her contribution.

**The recipient** completes Part 2 of this form and returns the entire form to:

**PVR Partners, LP**  
**Matching Gifts Program**  
**5215 N O'Connor Blvd Suite 1500**  
**Irving, TX 75039**  
**Or, Fax: 972-421-1499**

**PVR** verifies that the contribution qualifies for the Matching Gifts Program and forwards a check directly to the institution or organization in an amount matching the individual donor's gift.

### Part 1

To be completed by individual donor  
 (Please type or print)

Donor's Last Name	First Name & Middle Initial
Home Address – Number and Street	
City, State, and Zip Code	
Name of institution or organization to which contribution is being made	
If an educational institution, did you attend it?	If graduated, in what year?
Date of gift	Amount of gift \$
Donor's Signature	

Signature certifies information provided.

### Part 2

To be completed by the recipient  
 (Please type or print)

Name of Institution or Organization		
Address – Number and Street		
City, State, and Zip Code		
Phone number		
If an education institution, accredited by:		
Tax-exempt under Section 501(c)(3) of the Internal Revenue Code? _____ Yes    _____ No	Internal Revenue Service determination letter <b>MUST BE ATTACHED TO THIS FORM</b>	Federal Tax I.D. Number
Amount Received \$		
Signature of Financial Officer		
Typed or Printed name of Financial Officer _____		
Title of Financial Officer _____		

Authorized signature certifies receipt of gift



## MATCHING GIFTS PROGRAM POLICY

### **The Program**

The Matching Gifts Program is sponsored by PVR Partners, LP to encourage financial support of educational institutions and civic, cultural and medical/science organizations.

### **Amounts to be Matched**

Under this program, PVR will match gifts up to \$100 on a three-for-one basis for the first contribution in a calendar year for eligible charities. PVR will match gifts on a one-for-one basis for additional contributions to the same charities in the same year. The minimum gift which will be match is \$10. The total annual matching dollars to all organizations is limited to \$4,000 per employee.

### **Eligible Recipients**

#### ***A. Education Institutions***

All accredited, degree-granting graduate and professional schools, four-year colleges and universities, two-year junior and community colleges, technical institutes, and independent elementary and secondary schools are eligible recipients. If the schools are located in the United States, they must be recognized as tax-exempt organizations by the Internal Revenue Service of the U.S. Treasury Departments under Section 501(C) 3 of the Internal Revenue Code.

A fund, foundation or association affiliated with an eligible institution is eligible to receive matching gifts if: 1) the recipient certifies that such gifts will be used to support the educational needs and objectives of the institution, and 2) donations to such a recipient are recognized by the Internal Revenue Service as deductible for purposes of calculating U.S. federal income taxes.

#### ***B. Civic, Cultural and Medical/Science Organizations***

In general, eligible recipients are non-profit, tax-exempt institutions that are available to and operated for the benefit of the general public. Qualified recipients include: arts, cultural, civic, or special educational organizations (other than colleges/schools); museums of art, history or science; libraries; art galleries; performing arts organizations (including music, dance and the theater); botanical or zoological societies and historical societies; public radio and television stations; youth organizations; hospitals (general, acute-care facilities only); medical research centers; conservation, ecological and environmental educational institutions and organizations.

### **Not Eligible for Matching**

- A. Contributions not eligible for matching include: payments for tuition, books or other student fees; dues to alumni groups; subscription fees to publications; insurance premiums; gifts used to subsidize athletic programs, including athletic scholarships; and any gifts not intended to further the educational program of the recipient school.
- B. Organizations not eligible for matching include; fraternal, political, religious, social and veterans organizations.
- C. PVR will not make matching gifts to organization which, in the opinion of management, has goals or practices inconsistent with the U.S. free enterprise system. If in doubt about the eligibility of an institution or organization, donors should check with Human Resources department.

To be matched, gifts must be contributions made (not merely pledged) in cash, by check, or in capital stock or debt securities actively traded on a recognized stock exchange or on the U.S. over-the-counter market. Securities will be valued by the institution/organization as of the date received.

### **Procedure**

The donor completes Part 1 of the Matching Gifts form and sends the entire form with his or her contribution to the institution (or affiliated fund, foundation or association) or organization.

The institution (or affiliated fund, foundation or association) or organization completes Part 2 of the form, verifying that the gift as stated by the donor was received, then:

- 1) Mail the entire form to PVR Partners, LP at 5215 N O'Connor Blvd, Suite 1500, Irving, TX 75039, Attention: Matching Gifts Program Administrator; or
- 2) Fax to 972-421-1499.

For questions please call 972-367-2667.

PVR intends to match eligible gifts. We will advise each donor of its intention of making the matching gift, after receiving the form from the recipient institution/organization.

### **Conditions**

PVR may suspend, change, revoke or terminate this program at any time. No individual, institution, fund or organization will acquire any rights against PVR if a matching gift is not made for any reason.

The interpretation, application and administration of the program shall be determined by PVR and its decision shall be final.