



Matching Contribution Form

Form to be used in requesting a matching contribution to a qualified organization

Plexus Capital, LLC will match charitable donations made by employees toward non-profit organizations. The match will be limited to \$2000/employee/calendar year. Restricted organizations include religious and political organizations. Other organizations may be restricted at management's discretion.

DIRECTIONS:

~ Complete the information below.

~ Attach an acknowledgement from your charitable organization with this form. Cancelled checks or credit card receipts cannot be submitted as a request for matching.

EMPLOYEE NAME: _____

ADDRESS: _____

CHARITABLE ORGANIZATION: _____

CHARITABLE ORGANIZATION ADDRESS: _____

CONTRIBUTION AMOUNT: _____

CONTRIBUTION DATE: _____

For internal use only:

Qualified, non-restricted organization: YES _____ NO _____

Approval from management: YES _____ NO _____

Prior matching amount: _____ Overlimit: YES _____ NO _____

Matching date: _____

*****Please see Ronda Penn or Lisa Dunning with any questions.*****