

The *RuffaloCODY* Matching Gifts Program

To Support Non Profit Organizations

At *RuffaloCODY*, we recognize the value of nonprofit organizations to our society. To demonstrate that concern in a tangible way, we have established the *RuffaloCODY* Matching Gifts Program.

How Does The Program Work?

The complete details of the program are listed here, but basically the program is a simple one. If you want to make a personal gift of cash to any nonprofit organization to which deductible gifts may be made for Federal income tax purposes, *RuffaloCODY* will contribute an equal amount that of your gift (1 for 1). Your gift is, in effect, doubled.

How do I participate?

Simply fill out Part A of the application included with this brochure and send it to the eligible school along with your personal contribution. The school should complete Part B, certifying that you have donated the indicated amount, and return the application to you. Then forward the completed application to the *RuffaloCODY* Corporate Accounting Department, Attention: Joe Cunningham. We'll do the rest, sending a matching gift to the organization and notifying you that we have done so.

Your Eligibility

You are eligible to participate in the Matching Gifts Program if you are a full-time employee of *RuffaloCODY*.

Eligible Gifts

RuffaloCODY will match (1 for 1) your personal gift of cash from a minimum of \$25 and a maximum of \$100 each year.

You may contribute to as many qualified institutions as you wish, providing the total of the organizations combined gift does not exceed \$100 in any calendar year. Gifts must be made to, or for the use of organizations qualifying for the gifts that are deductible under Federal Income tax laws.

Gifts must be personal contributions actually made (not merely pledged) in cash and proof of the gift must be provided by you. You may direct your gift for a specific use; provided that is it tax deductible. The Company's matching gift will be directed to this same use. However, the Company will not match a gift designated for the benefit of a particular individual.

Eligible Institutions

Any nonprofit organization to which deductible gifts may be made for Federal Income tax purposes is eligible to receive matching gifts under the plan.

Time Limitations

RuffaloCODY will match a gift made within a calendar year provided a complete application is received by the Corporate Accounting Department no later than February 1st of the following year.

Administration

This program may be suspended, modified or terminated at any time by the Company.

The Corporate Accounting Department shall determine the interpretation, application and administration of the provisions of the Program.



Innovative Solutions for Nonprofit Organizations

Application for Matching Gifts

If you wish to make a contribution, under the Matching Gifts Program, complete Part A of this application form and send it to the qualified organization of your choice. The responsible financial officer of the organization should be complete Part B and return the entire application to you (not *RuffaloCODY*). When you receive the completed form send it to:

RuffaloCODY
65 Kirkwood N. Road SW
Cedar Rapids, IA 52404
Attention: Joe Cunningham

PART A

DATE

NAME OF THE ORGANIZATION

STREET

CITY & STATE ZIP

To Whom It May Concern:
Enclosed is a financial gift forwarded as my part of the Matching Gifts Program of *RuffaloCODY*.

Cash Amount

Specific Purpose of the Gift

Please complete the verification on reverse side and return the completed application form to me.

Signature

Print Name

Street

City & State Zip

Work Location

PART B

(To be returned to the donor, not directly to *RuffaloCODY*.)

The individual gift described on the reverse side with a total value of
\$ _____ was received on _____.
Date

By the institution named below:

Print Name

Which I certify is accredited by its appropriate agency and is an institution so which
deductible gifts may be made for Federal Income tax purpose.

Signature

Print or Type Name

Title

Name of Organization

For More Information
Your comments and/or questions regarding this program should be addressed to:

Matching Gifts
RuffaloCODY
Attention: Joe Cunningham
65 Kirkwood North Road SW
Cedar Rapids, IA 52404