

**WESTWOOD CASH MATCHING GIFT PROGRAM**

**Part A: Completed by Employee**

1. Complete Part A and mail with your contribution to the organization.

Organization Receiving Gift: \_\_\_\_\_

Secular Community Service Program Designation: \_\_\_\_\_  
(if applicable – Required if gift is through a religious organization)

Address: \_\_\_\_\_

Type of Organization: \_\_\_\_\_

Amount of gift (min \$25): \_\_\_\_\_

Date of gift: \_\_\_\_\_

Made by: \_\_\_\_\_

I certify this gift meets with all the specifications as described in the company information as it relates to matching gifts.

Employee Name (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_

**Part B: Completed by Recipient Institution or Organization**

1. Verify donor section. Fill out Part B Completely.
2. Mail this form along with proof of donation to:

**Westwood Holdings Group, Inc.  
 Matching Gift Program  
 200 Crescent Court  
 Suite 1200  
 Dallas, Texas 75201**

Eligible charitable organizations are those with Department of Treasury 501(c)(3) public charity status. Westwood does not match gifts to religious organizations unless the gifts are designated to an ongoing secular community services program sponsored by these organizations or when the benefits of the gifts are limited exclusively to their members.

I certify that this institution is recognized as a tax-exempt public charity (not a private foundation) by the IRS under Section 501(c)(3) or Section 170(c)(1). A copy of your Section 501(c)(3) letter or Section 170(c)(1) letter dated with the current year must be included. Failure to include this letter may prevent processing.

Donor: \_\_\_\_\_ Amount: \_\_\_\_\_ Date Received: \_\_\_\_\_

Organization: \_\_\_\_\_ Tax ID: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

City/State/ZIP: \_\_\_\_\_

Signature of Officer (not a stamp): \_\_\_\_\_

Print or type Full Name and Title of Officer: \_\_\_\_\_

*Although Westwood expects to continue its Cash Matching Gift Program indefinitely, the company reserves the right to amend, modify, or terminate the Cash Matching Gift Program at any time without notice and to determine whether any gift qualifies for matching.*