

Charitable Donation Match Request Application



Employee Information

Name	
Daytime Phone	
E-Mail Address	

Charitable Organization Information (must be qualified as defined in IRS publication 526: <http://www.irs.gov/pub/irs-pdf/p526.pdf>)

Please include name, address, contact information, website, Tax ID # and description of organization.

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Employee's Donation Information

A receipt must be attached to this application. If a timing issue prevents you from being able to obtain a receipt at the time of submission, attach a copy of your check below.

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Agreement and Signature

By submitting this application, I affirm that the facts set forth in it are true and complete.

Employee Name (printed)	
Signature	
Date	

Our Policy

CorTechs will match an employee's qualified charitable contribution of up to \$250.00. To be considered qualified, proof of employee's contribution is required in the form of a receipt.

- \$250.00 donation match maximum per employee, per year with a minimum match of \$50.00
 - Only Class 1 employees are eligible.

CorTechs, Inc., 5900 Fort Drive, Suite 208, Centreville, VA 20121 FEIN 54-1839388