



## Matching Gifts Program Guidelines

### Introduction

The Electronic Arts Matching Gifts Program is an important part of our corporate support to institutions and social causes around the country. Through this program, Electronic Arts Inc. will match eligible donations made by an employee to eligible nonprofit organizations. We are proud to join those employees who choose to donate to nonprofit organizations in our community. This generosity significantly helps, in a very direct and personal way, to enhance the quality of life where our employees and customers live and work.

### How to Request a Matching Gift

Matching Gifts requests can be submitted electronically via a paperless process at <http://www.easymatch.com/ea>. The web-based process is not only faster and easier, but permits finding program related information like Guidelines, Your (up to date) Personal Giving History and Search for Charitable Organizations.

- You will be asked to provide your email address as your username.
- You can assign your own password after your first visit to the site.
- Register your matching gift request.
- You will receive an e-mail message confirming the request.

All processing is done on a quarterly basis. After verifying eligibility, the form will be processed and a check will be sent directly to the organization at the end of that payment cycle.

Completed Forms Received:	Funds Distributed:
January - March	April
April - June	July
July - September	October
October - December	January

### Program Guidelines

There is a minimum of \$25 per individual gift. The Program will match eligible donations up to \$25,000 per donor per calendar year.

All dollar limits are based on the date of the donor's gift, not the date the matching gift is processed.

When multiple payments are given throughout the year to the same organization, each individual payment must meet all gift conditions.

Electronic Arts Inc. must receive all matching gift requests within one year from the date of the gift.

Donors' contributions must be personal gifts that are actually paid, not merely pledged.

Gifts may be given in the form of checks, credit card or negotiable stocks. The value of the matching gift for stocks will be determined by the average price of the stock on the date of the gift.

All payments other than outright gifts are ineligible for the program. These include, for example: tickets, subscription fees, pledges, insurance premiums, testament bequests, gifts from a group of people, and tuition payments or the equivalent. In addition, gifts made through payroll deductions, or other forms of automatic fund transfers, do not qualify.

### Eligible Institutions and Organizations

Eligible organizations must be located in the United States and recognized as tax-exempt by the Internal Revenue Service under Section 501(c)(3) of the Internal Revenue Code.

Volunteer fire companies, ambulance and rescue squads, recognized as tax-exempt by the Internal Revenue Service under Section 501(c)(4) of the Internal Revenue Service Code, are also eligible for matching gifts.

Religious organizations (Faith-based agencies are eligible if delivery of social services is non-discriminating and doesn't promote religious viewpoint.)

**Ineligible Donations include**

Fees for which benefits are received; Dues to alumni(ae) or similar groups; Political, fraternal, veteran or labor organizations; Subscription fees for publications; Insurance premiums; Bequests or life income trust arrangements.

Gifts made in lieu of tuition payment for services Fees for service or tuition payments; Membership fees for which benefits are received; Dues to alumni(ae) or similar groups

Gifts or payments for primarily political or religious purposes, unless specified for a religious school or religious college; Gifts of real or personal property Cumulative gifts from several individuals reported as one contribution

**Special Organization Conditions**

In addition, gifts to publicly and privately-funded schools, colleges and universities will be matched if they are accredited by a nationally recognized accrediting agency or a state department of education.

Alumni funds, foundations and associations may be eligible if the schools they represent are acceptable. Fraternities, sororities, scholarships funds, and social or athletic clubs are eligible if the gifts do not personally benefit any specific predetermined individual.

Hospitals must be tax-exempt, not-for-profit public or voluntary institutions accredited by the Joint Commission on Accreditation of Hospitals.

Arts and cultural organizations must be open to and operated for the benefit of the general public.

United Way chapters are not eligible, but individual member organizations are eligible.

All eligible organizations must comply with Electronic Arts' Code of Ethics in order to be receive matching funds from Electronic Arts.

**Eligible Donors**

Regular, full-time, actively working employees of Electronic Arts Inc., or any of its domestic subsidiaries and those who are on short-term disability or Family Medical Leave (FML) are eligible. Retirees, interns, part-time employees, and employees who are on salary continuance (severance) are not eligible to participate.

Match requests must be received by Company Foundation Matching Gifts Program within one year of the date of payment by check, credit card, or traded securities. Gifts received after that time will not be honored. All gifts must be verified by the recipient organizations in order to be matched by Electronic Arts' Matching Program.

For more information, please contact Electronic Arts' Matching Program via email at easymatch.com or by phone at 1-(866) 272-4494.

**Administrative conditions**

Company Foundation reserves the right to interpret, apply, amend or revoke these guidelines at any time without prior notice. The policies and procedures described above are not conditions of employment nor are they intended to create or constitute a contract between Company and any one or all of its employees.

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