

# GIFT MATCHING PROGRAM

For eligibility guidelines, procedures, and program administration, please see the reverse side of this form.

## Part A: Donor

Complete Part A (only) and forward this form, along with your donation, to the Receiving Organization. All requested information *must* be provided. If a photocopied form is used, please copy both sides. *Please Print.*

Status (mark one):  EMPLOYEE/SPOUSE  SUBSIDIARY EMPLOYEE/SPOUSE  BOARD DIRECTOR/SPOUSE  RETIREE

Employee/Retiree BEMS ID Number:

EMPLOYEE/RETIREE NAME

DONOR NAME

HOME ADDRESS

CITY, STATE, ZIP

LOCATION/MAIL CODE ( ) WORK PHONE

HOME PHONE

DONATION TO

PURPOSE

\$ .00

DATE OF GIFT

AMOUNT (in whole dollars)

ORG NUMBER

PAYCODE

Form of Gift:  CASH/CHECK/CREDIT CARD  SECURITIES QUANTITY

DESCRIPTION (NAME) OF SECURITY MARKET VALUE

I hereby certify that the information I have provided is complete and correct, that my gift fully complies with the program provisions stated on the reverse side of this form, and I understand that only the tax-deductible portion of my donation is eligible for matching by The Boeing Company

EMPLOYEE/RETIREE SIGNATURE

DATE

E-MAIL ADDRESS (home or office)

## Part B: Receiving Organization

**NEW** Complete Part B (only) and return to: The Boeing Gift Matching Program, P.O. Box 3723, Princeton, NJ 08543-7174  
For information: Toll Free: 1-888-531-GIFT (4438) Fax: 609-799-8019 E-mail: boeing@easymatch.com

NAME OF ORGANIZATION (Use only the name reflected on IRS Form 501(c)(3))

FEDERAL TAX ID NO. (EIN)

MAILING ADDRESS

CITY, STATE, ZIP

( ) ( ) TELEPHONE FAX

E-MAIL ADDRESS

\$ .00

\$ .00

DATE GIFT RECEIVED

AMOUNT RECEIVED

TAX-DEDUCTIBLE PORTION

The Receiving Organization is a (mark one):

HIGHER EDUCATION INSTITUTION  CULTURAL OR ARTS ORGANIZATION  K-12 SCHOOL (mark one):  PUBLIC  PRIVATE

I hereby certify that the gift by the individual identified in Part A has been received by an organization that is tax exempt under the Internal Revenue Code Section 501(c)(3) and that the gift fully complies with the program provisions stated on the reverse side of this form.

PRINTED NAME

TITLE

SIGNATURE

DATE

# The Boeing Company Gift Matching Program

Higher Education • Kindergarten Through 12th Grade Schools • Cultural and Arts Organizations

The Boeing Company is committed to improving the quality of life in the communities in which our employees and their families live and work. The Boeing Gift Matching Program provides an opportunity for the company to join with employees in supporting this commitment. Under this program, contributions by eligible individuals to educational institutions and cultural organizations will be matched by the company, subject to the provisions listed below:

## Eligible Donors

- Regular, full-time employees (and their spouses) of The Boeing Company and its wholly-owned subsidiary companies
- Directors on The Boeing Company Board of Directors and their spouses
- Retired employees under The Boeing Company Employee Retirement Plan (does not include spouses)

## Matching

- All gifts will be matched on a dollar-for-dollar basis, except for gifts by retirees which will be matched \$.50 to the dollar.
- The gift matching "program year" is December 1 through November 30.
- Minimum gift is \$25. Matching is on whole dollars only.
- Maximum matchable donation per employee is \$6,000 per year. **NEW**
- The contribution must be a personal gift, paid (not merely pledged) by check, cash, credit card, or in securities having a quoted market value. Securities will be matched on the basis of the closing price on the date of the gift.
- Maximum amount payable to an eligible organization is \$150,000 per year.

## Administration

- After verification that the donor, receiving organization, and gift meets program provisions, the company will issue checks to match forms received prior to May 31 in June and forms received prior to November 30 in December. Forms received after a cutoff date will be processed in the following period.
- The Boeing Company reserves the right to suspend, limit, change, revoke, or terminate this program at any time.
- All determinations concerning program eligibility, criteria, or participation are solely within the discretion of The Boeing Company.
- Forms must be processed within 1 year of the date of the gift. After 1 year, the gift is no longer eligible for matching.
- Questions can be addressed by calling toll free: 1-888-531-GIFT (4438) **NEW** by e-mail: Boeing@easymatch.com, or Fax: 609-799-8019; forms, however, will not be accepted by e-mail or Fax.

## Procedure

DONOR - Complete Part A only and mail entire form together with your contribution to the receiving organization (name in Part B on the front of this form).

**INSTITUTION RECEIVING GIFT** - Complete Part B and return form to:

**The Boeing Company Gift Matching Program**  
P.O. Box 3723  
Princeton, NJ 08543

**First-Time Match** If your institution has not previously received funds matched by The Boeing Company, please review eligibility guidelines and include the following documentation *only* with your *first* request for gift matching:

For Cultural and Arts Organizations, PTAs, School Foundations, and Educational Fund Organizations:

- Copy of Internal Revenue Service (IRS) 501 (c)(3) designation
- Published information about the organization (for example, brochures or mission statements)

For Kindergarten-12th Grade Schools and Higher Education institutions:

- Copy of appropriate accreditation certification or state certification

## Eligible Organizations

### Higher Education Institutions

- Nonprofit private and public degree-granting graduate and professional schools, universities, four-year and two-year colleges in the United States and Canada which are listed in The Higher Education Directory of colleges and universities published by the U.S. Office of Education
- A tax-exempt educational fund (for example, the United Negro College Fund, Independent College Funds of America), whose sole purpose is raising money for its constituent member colleges that individually are eligible.

### Kindergarten - 12th Grade Schools

- Public schools accredited or recognized by the appropriate governmental educational entity within the state
- Private schools accredited or recognized by an appropriate academic accrediting organization
- Parent Teacher Associations (PTAs) that are recognized by the IRS as tax exempt under section 501(c)(3)
- School District Foundations whose sole purpose is raising money for its constituent member schools that individually are eligible

### Cultural and Arts Organizations

Organizations must be open to, and operating for the benefit of, the general public and recognized by the Internal Revenue Service as tax exempt under section 501(c)(3). Organizations eligible for gift matching are limited to the following areas:

- Performing arts companies in dance, drama, opera, and music
- Arts and cultural centers
- Science centers
- Public libraries
- Museums
- Zoos, aquariums, and botanical gardens
- Land trusts, including parts and sanctuaries (to qualify, the recipient organizations must own the land)
- Public radio and public television stations
- Historical societies

### NOT Eligible

- Athletic teams, booster clubs, or support organizations
- Bequests, memorials
- Religious or political organizations
- Fraternities, sororities, and alumni groups
- Health and human-service organizations
- Hospitals, medical research organizations
- Humane societies or organizations
- Individuals, fraternal, or veterans organizations
- Ministries, theological, or bible schools
- Pledges, tithes, tuition
- Professional associations, federated campaigns (including United Way)
- School choirs, bands, drill teams
- Scouting organizations
- Subscriptions, dues, insurance premiums, or student fees
- Travel, gifts-in-kind (real estate, personal property other than securities, or personal services)
- Membership or subscription portion of a donation (for example, you donate \$100 to a zoo; however, in return you receive a family membership valued at \$45. The matchable portion of your donation is \$55.)