

## Biamp Employee Donation Matching Request Charitable Funds Request Form

Encouraging the discovery of AV and Engineering; enhancing the lives of those at risk – where  
Biamp works, lives and plays

Biamp matches employee donations up to \$250 and/or your volunteer time with a monetary contribution to eligible 501(c)(3) non-profit organizations. To submit your matching donation request, please **complete this form** and return via email **with a receipt of your donation and/or the hours log completed below** to: [charitable@biamp.com](mailto:charitable@biamp.com)

### Employee Information

Employee Name		Date	
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### Charity Information

Name			
Mailing Address			
Amount Requesting	\$		
Total Hours Requesting (please complete log below)			
TaxID or EIN		Needed By	
Contact Name		Contact Number	
Please provide a description of organization, their needs/goals, and why you want to support them, including any employee involvement:			

### Committee Use Only

Date Received		Approved?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Amount Approved	\$	If not approved, Reason	
Authorized by		Signature	

## Biamp Charitable Volunteer Hours Matching Form

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