

## ELIGIBLE PARTICIPANTS

- a) All full-time employees of Gorton's are eligible to participate.
- b) Spouses of active employees are eligible to participate.
- c) Retirees are eligible to participate provided they were employed at retirement by Gorton's Seafoods.

Note: Spouses of retirees and spouses of deceased employees are **ineligible** to participate in the program.

## ELIGIBLE INSTITUTIONS

Except for the restrictions listed below, Gorton's will match contributions to organizations based in the United States and which have been granted tax-exempt status under section 501-c-3 of the Internal Revenue Code.

Gorton's will not match gifts to religious or political organizations; private foundations; United Way or community funds; or organizations deemed by Company to operate against the interest of Gorton's.

Additional eligibility requirements:

### **In the field of Education:**

- a) Tax-exempt institutions of higher learning (junior college, community college, technical institute, four-year college, university or post-graduate institutions) located within the United States or its territories, provided they are accredited by a regional or professional accrediting association. Both tax-supported and private institutions are eligible.
- b) Tax-exempt public and private elementary and high schools located within the United States provided they are registered with the Chief Superintendent of the U.S. Department of Education (public schools) or accredited by a national or regional accredited agency (private schools).

- c) Tax-exempt alumni funds, foundations or associations whose purpose is to transmit funds to an eligible institution(s) or described in (a) or (b) above.

**Note:** Gorton's will not match dues or assessments payable to national or local alumni groups or class associations, amounts payable as subscription fees for publications, insurance premiums, payments in lieu of tuition, or other such payments which are not made in the form of a direct gift to an eligible institution.

### **In the field of Arts and Culture:**

- a) Institutions must function primarily as a museum, library, performing or visual arts organization, botanical garden, zoological, literary or historical society, architectural preservation organization, arts service organization, or public broadcasting corporation.
- b) Both direct contributions to and memberships in eligible non-profit, tax-exempt arts and cultural institutions qualify under the conditions of the program provided such organizations are open and operated for the benefit of the general public.

**Note:** Gorton's will not match ticket subscriptions or the price of individual tickets paid to such institutions.

### **In the field of Health**

- a) Non-profit general or specialized hospitals which are operated for the benefit of the public. The hospital must be accredited by the Joint Council on Hospital Accreditation.

## GIFTS

Gorton's will match a minimum of \$25 to a maximum of \$5,000 per calendar year for each eligible employee or retiree (\$5,000 combined if spouse participates).

### **Gift Conditions**

**Note:** Gorton's will not match contributions to walks or other fundraising events where a company contribution has already been made.

- a) The gift may be made by check, money order or in securities having a readily ascertainable market value. Pledges of contributions will not be matched.
- b) Employees may make unrestricted gifts to qualifying institutions or may specify the way in which their contribution is to be spent, such as for building or endowment purposes.

## HOW THE PROGRAM WORKS

- a) The employee should complete and sign Part A of the form overleaf and mail or email this **entire** folder with the contribution to the designated institution.
- b) The institution should complete and sign Part B verifying the receipt and intent of the gift in accordance with the conditions of the program. The **entire** folder and a copy of the current 501-c-3 designation should be sent to:

Matching Gift Program  
Gorton's Seafoods  
128 Rogers Street  
Gloucester, MA 01930  
OR

Email to: [giftmatching@gortons.com](mailto:giftmatching@gortons.com)

- c) Upon verification of the information in the returned application, Gorton's will mail its matching gift directly to the institution.
- d) Application forms are available from the Gorton's Human Resource Department.
- e) Gorton's may suspend, change, revoke or terminate this program at any time. No individual and no eligible institution or fund will acquire any rights against Gorton's by reason of Gorton's failure to make a matching contribution.

The interpretation, application and administration of the program shall be determined by Gorton's Seafoods and its decision shall be final. 2/2021

**Part A – To be completed by Employee:**

Enclosed is my personal gift of \$\_\_\_\_\_ Cash or market value of securities

(\_\_\_\_\_ shares of \_\_\_\_\_ securities)

to \_\_\_\_\_  
Name of Institution

\_\_\_\_\_ Street Address

\_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip

For • unrestricted • other (specify) \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_

I hereby authorize the above-named institution to verify this gift and report it to the Matching Gift Program, Gorton's Seafoods, for the purpose of qualifying for a contribution under the Gorton's Matching Gift Program. I am eligible to participate in this program.

- Active
  - Retired
- (check one)

\_\_\_\_\_ Print or type full name

\_\_\_\_\_ Name of employee if spouse is contributor

\_\_\_\_\_ Work Location

\_\_\_\_\_ Home Address

\_\_\_\_\_ City and State \_\_\_\_\_ Zip Code

\_\_\_\_\_ Phone Number

**Email:** \_\_\_\_\_

\_\_\_\_\_ Signature

**Part B – To be completed by Institution:**

**Fill out this part of the form, attach a Receipt and 501-c-3 designation, and return to:**

Matching Gift Program  
Gorton's Seafoods  
128 Rogers Street  
Gloucester, Massachusetts 01930  
OR

Email to: [giftmatching@gortons.com](mailto:giftmatching@gortons.com)

I certify that the gift in the amount and form indicated above was received on (date) \_\_\_\_\_ and that this institution meets the eligibility requirements outlined in the attached brochure.

\_\_\_\_\_ Name of Institution

\_\_\_\_\_ Address

\_\_\_\_\_ City and State \_\_\_\_\_ Zip Code

\_\_\_\_\_ Phone Number

**Email:** \_\_\_\_\_

\_\_\_\_\_ Print or type full name of individual completing form

\_\_\_\_\_ Signature

\_\_\_\_\_ Title

This institution is accredited by:

\_\_\_\_\_ (For educational institutions & hospitals only)



## Matching Gift Program

# Gorton's Seafoods