



Employee Matching

Matching Program Requests

To request Matching Funds, please complete the attached Request Form and submit to Agri Beef. Prior to committing the funds, all requests must be reviewed by the contributions committee to ensure the requests meet the specified criteria and that there are funds available. Please allow 4 weeks for approval.

Matching funds are limited to no more than \$500 per year per employee. Two qualifying organizations may be contributed to per year per employee. All matching funds are subject to approval by the contributions committee and must not be contrary to the interests of Agri Beef. The matching funds are budgeted and matching funds are limited based on the profitability of the company.

The employee or charitable organization must provide verification of employee contributions before Agri Beef will make payment. Verification can include a cancelled check, a receipt or notification from the charitable organization. If preferred, the employee can attach his/her check to the Request Form to be forwarded to the charitable organization along with Agri Beef's matching donation. In this case, the check serves as verification. Employees will receive notification from Agri Beef when contributions have been made on their behalf.

Agri Beef will not contribute to:

- Churches or religious organizations for the purpose of religious advocacy
- Funding for individuals not related to the agricultural business
- Individual school programs or projects with limited participation
- Unrestricted operating funds

(Matching Funds Request Form on next page)

Matching Funds Request Form

Employee Name _____ Division _____

Organization Name _____ Tax ID# _____

Street Address _____

City, State, and Zip Code _____

Contact Name _____ Phone Number _____

Amount Matching Funds Requested (Not to exceed \$500 annually) \$ _____

Purpose of Funds _____

Employee Signature _____ Date _____

Verification of Contribution (Please check one):

<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>
<input type="checkbox"/>

Cancelled Check Attached

Receipt Attached

Organization will contact Agri Beef directly

Check Attached (please forward with Agri Beef's donation)

Send to:
Agri Beef
Contributions Committee
Matching Funds
PO Box 6640
Boise, ID 83707