

U.S. Associate Matching Gift Program

Avon is proud to encourage and support the personal philanthropy of Avon Associates. Through the Avon Foundation for Women U.S. Associate Matching Gift Program, the company matches eligible donations made by U.S. Associates to a wide range of causes and programs.

Guidelines

- The Avon Foundation for Women will match minimum contributions of \$25, up to a maximum of \$15,000, per Associate, per calendar year to eligible 501(c)(3) organizations.
- Eligible contributions will be matched at a ratio of 2:1 for up to a maximum of \$500; and a 1:1 match for all gifts exceeding \$500, up to a maximum of \$15,000.
- Contributions may be given in a single gift or in gifts cumulatively totaling \$15,000.
- **All matching gift requests must be made within one year from the date of the gift to be eligible.**

Eligible Participants

- All full-time, regular U.S. Associates of Avon Products, Inc.
- Members of the Board of Directors of Avon Products, Inc.
- Members of the Board of Directors of the Avon Foundation for Women

Process

The U.S. Avon Associate must:

- Complete and sign Part A of the form.
- Mail the original form, with the donation and any other necessary documentation, to the designated recipient institution.

The recipient organization must:

- Review the program guidelines.
- Have an appropriate financial officer complete and sign Part B of the form.
- Return the matching gift form with the required documentation to:

**Avon Foundation for Women
U.S. Associate Matching Gift Program
c/o FrontStream
11480 Commerce Park Dr., Ste. 300
Reston, VA 20191-1575**

Eligible gifts are processed and fund distributions are made on a monthly schedule. Incorrect or incomplete forms are delayed while the required information is obtained.

Matching gift forms must be postmarked no later than December 11 to count toward the present program year. Requests made after the deadline will be recorded against the following matching gift program year. We recommend that you notify the charity of these deadlines to ensure your gifts are entered in the appropriate calendar year.

Eligible Contributions

A contribution must meet all of the following conditions:

- Individual Associate gifts ranging from \$25 to \$15,000.
- Charitable organizations must be located in the United States and recognized by the Internal Revenue Service as tax-exempt and designated a public charity under Section 501(c)(3) of the IRS Code.
- Contributions must be personal gifts made by cash, credit card, check, stock, or payroll deductions and must be from the donor's own assets. Stock will be valued at the closing market price on the date of receipt by the recipient (institution, organization).
- As a special benefit for Avon Associates, all donations made by Avon Associates to AVON 39 will be matched by the Avon Foundation for Women upon completion of the match request. *A donor may request the organization to restrict his/her gift as long as each of the above criteria is met.*

The Avon Foundation Will Not Match Gifts To:

Ineligible Donors

- Avon Representatives
- Avon Retirees
- Avon Consultants or Contractors
- Spouses or other relatives of Avon Associates
- Part-time Avon Associates
- Temporary Avon Associates
- Avon Interns

Ineligible Contributions

- Churches and religious organizations. Religious and spiritual 501(c)(3) charities are eligible only if they provide services to the community at-large regardless of faith and are not evangelistic in nature.
- Political organizations.
- Cumulative gifts from several individuals reported as one contribution.
- Organizations that do not comply with the USA Patriot Act.
- Organizations having discriminatory practices.

Also, the Avon Foundation will not match gifts that are:

- For the private benefit of individuals.
- In the form of premiums or insurance, under which the institution is the beneficiary.
- Real or personal property (other than cash or securities).
- Deferred or pledge gifts.
- Bequests.
- Memberships.

**For inquiries, please contact the
GivingStation Support team:**

866.419.1664 • help@givingstation.com

Terms and Conditions

- The Avon Foundation reserves the right to deny matching any contributions to any recipient organization that in the Foundation's sole discretion does not meet the criteria of this program.
- The Avon Foundation reserves the right to suspend, amend, revoke or terminate this program at any time without notice.
- The Avon Foundation reserves the right to request an audit of the organization's records and documents pertaining to this program, and to request donor documentation necessary as a prior condition to any matching donation under this program.
- If a matching gift is at anytime found to have been generated by an ineligible gift, the Avon Foundation will expect the return of its gift.
- Misuse of this program will result in the permanent termination of the Associate's matching gift privilege and may lead to other disciplinary actions.