

Johnson and Johnson

Guidelines:

Johnson & Johnson Family of Companies Contribution Fund will donate two dollars to qualified nonprofit organizations for every one dollar an employee or retiree contributes within the guidelines.

- Gifts must be personal contributions (not pledges) made directly to an eligible organization in cash, credit card, securities or property having a quoted market value.
- Each gift must be a minimum of \$25 in order to be matched. A maximum of \$12,500 per year for each employee/retiree will be double matched regardless of the number of gifts. If the employee/retiree makes contributions to several organizations, gifts will be matched in the order received, up to the \$12,500 limit for the giving year.

Johnson and Johnson will not match:

- Membership or dues payments
- Payments that primarily cover services, tuition, subscriptions, tickets, raffles, etc., which provide benefits to the individual employee
- Funds may not be collected from others and submitted by an eligible donor to be gift matched
- Pledges
- Bequests

Procedures:

- Complete Part A of the matching gift application and mail it together with your personal contribution to the eligible recipient organization.

A responsible representative of the recipient organization will provide information required under Part B of the form and will send the completed form to:

Johnson and Johnson Family Companies
Matching Gifts Program, P.O. Box 8317
Princeton, New Jersey 08543-8317

- Matching gifts will normally be mailed to eligible organizations on a quarterly basis. An acknowledgement notice will be sent to the employee when the matching gift is processed.
- All forms must be submitted for matching within one year of the date the gift was made.

