



the brick companies

The Brick Companies
3168 Braverton Street, 4th Floor
Edgewater, MD 21037
443-951-2000
443-951-2020 (fax)

Employee Matching Gift Program
Grant Application Form

Section A ~ Applicant Information (to be completed by employee)

Full Name Today's Date
Street Address
City, State, ZIP
Home/Cell Phone
Email Circle one: Full Time Part Time
TBC work location Position/Title

Section B ~ Monies Donated (to be completed by employee)

Dollar amount donated \$ Date donated Check No.

Section C ~ Description of service hours donated (to be completed by employee)

Number of hours donated Begin Date: End Date:
Name of organization receiving hours
Org. full mailing address
Organization website Org. phone number
Organization's Tax ID# (or) Non-Profit Status
Is employee a member of this organization? If yes, please describe.
Briefly describe work completed during service hours:
**Hours to be matched at employee's hourly pay rate not to exceed \$15/hr/maximum \$250 annually

Section D ~ Verification (to be completed by organization which received hours or monies)

I certify that the above indicated gift or volunteer time has been received and that it will be used to support the primary objectives of the organization in full compliance with the provisions of the programs. I assert that this gift will not be used to pay any fees or in lieu of tuition or any personal obligation of the donor. I further assert that neither this organization nor its affiliates are in any way involved in terrorist financing, money laundering or any other type of illegal activity.

Signed Dated
Printed name and Title

Section E ~ Designation of payment if other than Section C (to be completed by employee)

Organization Name
Org. full mailing address
Organization website Org. phone number
Organization's Tax ID# (or) Non-Profit Status
Is employee a member of this organization? If yes, please describe.

This completed form must be forwarded within 90 days of Section D date to fax number 443-951-2020 in order for payment to be processed. Please be sure to review the guidelines, TBC Volunteer Policy, and gift limitation for the Matching Gift Program. The Brick Companies Foundation may modify or discontinue this program at any time.