ORIX USA EMPLOYEE MATCHING GIFTS PROGRAM

ORIX Foundation (the "Foundation") is an Internal Revenue Code Section 501(c)(3) private foundation. The primary programs of the Foundation are (i) the Charitable Giving Program, through which the Foundation directly gives to charities consistent with the Foundation's mission statement, and (ii) the Employee Matching Program, through which the Foundation matches funds raised for, or donated to, certain charities by employees of ORIX and certain subsidiaries.

Employees who wish to take advantage of the Foundation match, must complete the online matching form and provide all relevant supporting documentation (***see specific instructions on submitting your request in the "Apply" section at the end of this document***). Contributions to ORIX Foundation may be used as discretionary funding for ORIX Foundation in support of its partner charities, or designated to a specific charity of the employee's choosing. Participation in this program is not mandatory and is completely at the discretion of the employee.

WHO CAN PARTICIPATE:

Any person employed by ORIX USA or RED Capital Group for at least **30 days**.

PROGRAM PROVISIONS:

ORIX Foundation will match employee gifts ranging from a minimum of $25 to a maximum of $5,000 per fiscal year on a one-to-one basis. To be eligible under the terms of this program, an organization must be a 501(c)(3) tax-exempt entity as defined by the Internal Revenue Service in section 170 (b)(1)(A) of the tax code (http://www.irs.gov/app/pub-78). Additionally, donations raised for a qualified charity by an employee in connection with runs or other sporting **events in which the employee is the lead participant**, are eligible for a one to one match up to an additional $5,000. This match is independent from, and in addition to matches of the direct dollar donation by an employee. **Requests for matching of direct contributions to charitable organizations, cannot be combined with requests for matches of pledges raised.** Please submit these requests under separate application.

CONTRIBUTION ELIGIBILITY:

A gift must be an actual contribution made, not pledged.

Gifts must be made directly to the beneficiary organization, or to ORIX Foundation in the form of a credit card payment or check made payable to ORIX Foundation (the Foundation will double the amount of your contribution and forward to the charity you wish to support).

Only gifts made in the current fiscal year are eligible for matching.

Matching request cannot be fully processed until contribution is received or verified.

Match is limited to the portion of the donor's gift that is tax deductible.

INELIGIBLE CONTRIBUTIONS:

- Gifts made in lieu of tuition payment
- Gifts to other Community Trusts, Foundations, United Way Federations, or other pass-through entities *
- Gifts that provide a direct benefit to the donor, their family, or any other individual
- Subscription fees for publications
- Partisan political organizations or campaign contributions
- Sectarian organizations whose services are limited to one religious group or include a missionary purpose
- Trips or tours

* EXCEPTION: Contributions made to these organizations for the purpose of funding disaster relief efforts

APPLY:

1. Please click on, or copy and paste this address - http://tinyurl.com/ORIXFdn into your browser to log into the online grant portal system
2. Once there, enter your **work email address** and your **password** (your last name - all lowercase). If your last name is less than 6 characters, you will have to add the number "1" to the end of your name, until the 6 character minimum is met. For example: if your name is Mary Smith, then your password would be smith1, or Susan Todd's password would be todd11.
3. Enter the access code "**matching**" and click the "Enter Code" button.
4. After logging on, click on the "Apply" link in the navigation pane on the left.

If you have any questions, please contact Valen Chavez, ORIX Foundation Program Manager at valen.chavez@orix.com.