



If you are making a cash donation to your college, university, or local community scholarship fund, Otter Tail Corporation Foundation will match it dollar for dollar, from \$25 up to \$1,000 total.

Once the recipient organization receives your donation and sends us confirmation, we will send a matching gift in your name.

How the program works

- Any employee or board member of Otter Tail Corporation is eligible.
- The maximum annual donation per employee is \$1,000 and can be disbursed among several colleges, universities, or community scholarship funds. The minimum gift is \$25. Regardless the amount, it must go to a qualifying 501(c)(3) non-profit and as a tax-deductible expense. The recipient of the donation must provide their tax-exempt status letter under Section 501 (c)(3).
- The institution receiving your gift must be a fully accredited two- or four-year college, university, technical school, or a tax-deductible community scholarship fund.

Employee donation information <i>Complete and send to the school/community scholarship fund with your gift.</i>	
Employee name:	
Employee address: City, State, Zip:	
I prefer that this matching contribution be applied to: <input type="checkbox"/> Unrestricted <input type="checkbox"/> Student aid <input type="checkbox"/> Endowment <input type="checkbox"/> Other:	
Name of recipient institution/scholarship fund:	
Recipient address: City, State, Zip:	
Amount of gift:	
Date of gift:	
Employee signature: <i>Your signature authorizes the recipient institution to apply for a matching contribution and affirms the gift amount listed above.</i>	
Recipient gift confirmation	
Signature: <i>Authorized officer of school/receiving agency</i>	Date:
Recipient: Please email this form, signed and dated, to: foundation@ottertail.com . Questions? Email foundation@ottertail.com .	

Submit to foundation@ottertail.com.