

This document outlines how donors can support the charitable purposes of The Hong Kong Polytechnic University (PolyU) with U.S.-based assets by making tax-deductible contributions to Give2Asia. Donors with Hong Kong assets should contact Give2Asia to receive additional information about making a Hong Kong tax-deductible donation.

Please note: By law, Give2Asia is required to retain discretion and control over the use of donations to accomplish its charitable programs, which includes the Hong Kong Polytechnic University Fund. This means that PolyU must remain charitable in purpose and demonstrate the charitable use of funds in order to receive grants from Give2Asia.

Background & Tax Deductibility

Give2Asia is honored to work with PolyU to connect with its U.S. supporters. **Gifts for the Hong Kong Polytechnic University Fund at Give2Asia are tax deductible to the extent allowed by U.S. law.** Give2Asia is recognized as a tax-exempt public charity in the United States (ID# 94-3373670).

According to the IRS as of the drafting of this form, **“In general, cash contributions to charitable organizations like Give2Asia may be deducted up to 60 percent of adjusted gross income, with lower adjusted gross income limits for other kinds of contributions.”** Give2Asia does not offer tax advice and recommends you speak with a financial advisor to understand how best to structure your gift for maximum tax benefit. More guidance from the IRS can be found here:

<https://www.irs.gov/charities-non-profits/charitable-organizations/charitable-contribution-deductions>

If you are a donor with questions, please contact:

Give2Asia
Individual & Family Services
Tel: 415.967.6344 / 415.967.6346
Email: gifts@give2asia.org

The Hong Kong Polytechnic University
Alumni Affairs and Development Office,
M1504, Li Ka Shing Tower, Hung Hom,
Kowloon, Hong Kong SAR
Tel: (852) 2766 4101
Email: polyu.giving@polyu.edu.hk

Making a Donation

To make a credit card donation online, simply visit: <http://give2asia.org/donate>. To donate with a check, money order, wire transfer, or securities transfer, please complete the following form and mail to Give2Asia, 2201 Broadway, 4th Floor, Oakland, CA 94612, USA

You can also email a completed form to gifts@give2asia.org or fax to 415.967.6290

I. Donor Information

Name _____

Street Address _____

Polytechnic, State, Postal Code, Country _____

Telephone _____ Email _____

Fund Name _____

Recommended Purpose (if applicable) _____

- Yes, I would like to receive monthly updates about charitable projects in Asia.
- I would like my donation to be anonymous.

II. Calculating A Gift Amount

All incoming donations will be assessed a small fee to cover Give2Asia's work: 7% for the first \$100,000 of a gift, 3% for any portion between \$100,000 and \$500,000, and 1% for any portion over \$500,000. Please use one of the options below to determine the amount of your gift. More info at give2asia.org/pricing

- I would like to make a donation in the amount of _____, and I understand that Give2Asia's fees will be deducted from this amount.

or
- I would like The Hong Kong Polytechnic University to receive a grant in the exact amount of _____. (Please contact Give2Asia at gifts@give2asia.org or 415-967-6300 to calculate the total amount to contribute to cover Give2Asia's administrative fees.)

III. Contribution Options for Total Gift

- Check or Money Order enclosed payable to Give2Asia**
- Wire Transfer**

International Wire Information

Bank Name: First Republic Bank

Bank Address: 111 Pine Street, San Francisco, CA 94111

SWIFT Code: FRBBUS6S

Routing Number: 321 081 669

Account Number: 8000 202 8216

Account Name: Give2Asia

- Marketable Securities and/or Mutual Fund Shares (US only)**

Please provide the following information to your broker to transfer the securities:

Charles Schwab & Co., Inc.

DTC # 0164, Code 40

Account #: 8697-0768

Account Name: Give2Asia

For all securities transfers, please indicate stock name and number of shares:

Stock Name/Description

Number of Shares

Please either mail this form to Give2Asia, 2201 Broadway, 4th Floor, Oakland, CA 94612, USA email to gifts@give2asia.org, or fax to 415.967.6290.