

Guidelines:

- The Foundation will accept donations from individuals only. We will not accept gifts from companies, non-profit organisations or foundations.
- We will treat gifts as contributions to the Foundation's funds.
- We will accept only personal checks, cash, and money orders. We will not accept gifts by credit card. We will not accept securities, real estate, personal property, or intellectual property
- We will not accept donations by phone or over the internet.
- We reserve the right to decline donations even if they meet these guidelines, to change these guidelines at any time and to make exceptions to these guidelines in special circumstances.
- Contributions do not entitle donors to participate in foundation decision-making or give donors special access to the foundation's leaders or staff.

Gifts may be tax deductible in your country. However, the Foundation is a private foundation rather than a public charity, and the rules governing tax deductibility of gifts to private foundations are different from those for gifts to public charities. Donors may want to consult their tax advisor before making a donation to the Foundation.

Procedure:

- Donations can be sent the Canon Foundation in Europe, P.O. Box 2262, 1180 EG Amstelveen, the Netherlands.

ABN AMRO Bank

International Bank account number (IBAN): **NL94 ABNA 05719836 18**

Bank identifier code (BIC) **ABNANL2A**

- We will send a letter thanking each donor whose contribution we accept. This letter will also serve as an acknowledgment of the gift for tax purposes.
- We will return to the donor any contribution that does not meet the guidelines above.
- We do not ask people to send money to the Canon Foundation. If you receive a request purporting to be from us, please notify us immediately at foundation@canon-europe.com.

If you have any questions about any of these guidelines or procedures, please contact us at foundation@canon-europe.com