

The Cardinal Health Giving Station will match any donation made to the Maize Foundation at 50%. To have a matched donation you must do the following:

1. Log into the Cardinal Health Giving Station Website
2. Select from the Step 1 menu options: **“2018 Schools/Scholarships (50% match)”**
3. Select **“Maize Education Foundation”**
4. Select “Next Step” in the upper right-hand corner of the webpage.
5. Fill out the donation form
 - a. Preferred method is Check payable directly to the charity
 - b. Direct your funds to the **“See Beyond Campaign”**
 - c. Add special recognition (in honor of/in memory of), if you’d like.
 - d. Enter the Shared Donor Information (your personal information)
 - e. Enter the total pledge amount
 - f. Ensure that the Match Request box has selected **“YES”**

****Donations must exceed \$25 to be eligible for the Cardinal Health Match Program.**

6. Select Next Step, and confirm the donation on the screen.
7. Select Submit
8. Print the information on the Confirmation Screen
9. Select the **“Direct To Charity Verification Form”**
10. Print the Direct to Charity Verification Form - Complete the form and follow instructions to mail a copy of the completed form to the Maize Foundation at the following address:

Maize Education Foundation
905 W. Academy
Maize, KS 67101

ATTN: Maize Solar Initiative

The Maize Foundation will be responsible for returning the fully executed form to Cardinal Health at the following address:

DTC Form Processing, FrontStream
11480 Commerce Park Drive, Suite 300
Reston, VA 20191-1575