

COLORADO CAPITAL BANK

DONATION AND SPONSORSHIP GUIDELINES

Colorado Capital Bank is committed to the betterment of the communities we serve by investing both economic and social resources in donations, sponsorships, public relations activities and community-related activities. In 2008, the bank donated more than \$200,000 to organizations in our communities.

We receive many requests for support and to ensure that we continue our tradition of community involvement and compliance with Community Reinvestment Act (CRA) regulations, we have established the following set of guidelines.

GENERAL GUIDELINES

- Contributions are considered for Colorado-based nonprofit organizations headquartered in the bank's market areas (Boulder, Colorado Springs, Douglas County, Denver Metro, Vail Valley).
- All donation requests must be submitted on the *Community Support Request Form*.
- It is recommended that requests be made at least 30 days before funds are needed.
- 501(c)(3) organizations are preferred.
- Colorado Capital Bank clients are given preference over requests from non-customers.

NONPROFIT ORGANIZATIONS SUPPORTED

Colorado Capital Bank's contributions are limited to public, nonprofit charitable organizations and agencies that are exempt from federal taxes under Section 501(c)(3) of the Internal Revenue Code. Recipient nonprofit organizations also must:

- Operate as an equal opportunity employer
- Enjoy the support of an active governing board and the local community
- Serve a community need within Colorado Capital Bank's market area

FUNDING EXCLUSIONS

- Organizations without 501(c)(3) status*
- Individuals
- Fraternal or labor organizations
- Religious organizations
- Political candidates, organizations, causes, events and activities
- Talent and beauty contests
- Trips or tours for individuals and groups
- Annual operating expense budgets
- Organizations that discriminate on the basis of race, culture, gender, sexual orientation, age or religion
- Organizations residing outside of the state and immediate areas the bank serves

* Requests for funds from organizations that do not have 501(c)(3) status require special consideration. These requests will be reviewed on a case-by-case basis.

GIVING OPPORTUNITIES

- **Monetary Donations or Sponsorships.** We support locally-based nonprofit organizations.
- **In-kind Donations.** We make in-kind donations of merchandise and logo items for nonprofit events.
- **Facility Usage.** We make our conference rooms available to nonprofit organizations looking for meeting space. Subject to availability.
- **Financial Education Programs | Speakers Bureau.** Our management team is available to speak on a variety of topics including strategic planning, investment planning, preventing identity theft and fraud and more.

TO SUBMIT A REQUEST

All requests must be submitted on the *Community Support Request Form*. Submit your completed form to Amy Minash, Vice President-Marketing at aminash@coloradocapitalbank.com or via fax to 303.399.3183.

Colorado Capital Bank unfortunately cannot support every worthwhile organization that seeks funding. Some requests which meet all the criteria outlined herein may be turned down due to budget constraints or lack of resources. If we are unable to grant a request, we will notify the organization in writing.

For questions regarding these Guidelines, please contact Amy Minash in the Marketing Department at aminash@coloradocapitalbank.com or 720.733.2520.

IMPORTANT: Email is generally not a secure form of communication. Please do not include account numbers, social security numbers or Tax ID numbers in this correspondence.