



## **Donation Policy**

---

The KIC Board of Directors authorize to have the following policy followed when giving out donations. The program can be authorized by the President or their designee. Anything outside of this policy can be forward to the Board of Directors for approval at the next scheduled meeting.

### **Burial Assistance**

Burial Assistance is available to KIC Shareholders, descendants or for a KIC Shareholder's legal spouse. A burial assistance form needs to be filled out for review by the President or their designee. Request form requires signatures by **two** next of kin. All payments will be payable to the next of kin of the deceased. Depending on the year's financials, authorization of burial assistance can be made up to \$500 per request, one per deceased family member.

### **Medical Assistance**

Medical Assistance is available for emergency, life threatening situations only. This is available to KIC Shareholders, descendants or for a KIC Shareholder's legal spouse. A medical emergency assistance request form will need to be filled out and reviewed by the President or their designee. All payments will be payable to the next of kin or the patient. Depending on the year's financials, authorization of medical assistance can be made up to \$300 per request, one per family, and one per calendar year.

### **General Donations**

General donations are available to organizations, businesses or groups that represent KIC Shareholders or descendants. Written documentation must be received and reviewed by the President or their designee. Determination must be made whether the purpose of the request meets the needs of the shareholders or descendants. Depending on the year's financials, authorization of a general donation can be made up to \$500, and one request can be approved per calendar year.