



## **Global Guidelines for Charitable Giving and Philanthropic Engagement**

At Marriott International, we have long believed that how we do business is as important as the business that we do. It is in this spirit of being responsible business partners in the communities in which we operate, that we have engaged our associates and customers in our 'spirit to serve' culture. As a leader in the hospitality industry, our support is focused on initiatives of importance and relevance to our industry, business, associates and stakeholders. Through volunteerism, charitable giving to community partners and the development of lasting programs, we bridge our business to communities to deliver meaningful social impact.

Our company-wide community engagement strategy, partnerships and policies around charitable giving and philanthropy is led by our Social Impact department.

### **Company Priorities**

We work to align our corporate-level charitable giving and philanthropic engagement, including volunteerism efforts, with entities and causes that align with Marriott's four SERVE 360 priorities:

- 1) Sustain Responsible Operations
  - Reduce environmental impacts
  - Build & operate sustainable hotels
  - Source responsibly
  - Mitigate climate related risk
- 2) Welcome All and Advance Human Rights
  - Promote peace, cultural understanding and the freedom to travel
  - Foster an inclusive environment for all
  - Work to end human trafficking
  - Hold our business partners accountable
- 3) Empower through Opportunity
  - Partner to ensure workplace readiness and access to opportunity throughout our business, including our supply chain
  - Focus on diverse populations, youth, women, people with disabilities, veterans and refugees
- 4) Nurture Our World
  - Support the vitality of children
  - Deliver aide and support to communities, especially in times of need
  - Advance the sustainability of our communities by investing in their natural resources

Marriott receives a significant number of requests for both financial and in-kind support globally, far more than we are able to accommodate. These guidelines are designed to assist organizations in understanding Marriott's priorities and the types of organizations to which we contribute or partner for associate volunteerism and charitable giving purposes. While there are many organizations doing worthy work in our communities, in order to maximize impact, Marriott does not consider unsolicited requests for financial support and does not factor loyalty status in evaluating requests.

Marriott and our executives typically do not accept awards from charitable organizations with which we do not have a relationship. In addition, requests for in-kind support, discounted room nights or stay certificates may occasionally be considered if the request meets certain criteria, as further described below in "In-Kind and Room Night Request Requirements and Restrictions."

### **Organization Requirements**

Marriott's charitable giving is not only focused on the priorities laid forth above, but also on organizations that align with the mission and values of the company. The following are guidelines to which organizations must adhere to in order to be eligible for consideration of support or volunteer engagement.

Organizations seeking support from Marriott must meet the following minimum eligibility criteria:

- Organizations based in the United States must be verifiable holders of non-profit 501(c)(3) status through the Internal Revenue Service (IRS) Exempt Organizations Select Check online tool or the National Center for Education Statistics database. For non-U.S. organizations, Marriott utilizes the IRS's Reliance Standards for Making Good Faith Determinations or Expenditure Responsibility rules and regulations in determining eligible charitable organizations
- Organizations must represent that they comply with all applicable laws, including the Foreign Corrupt Practices Act, U.S. Patriot Act and all applicable laws and regulations in countries where program support and funding is provided
- Organizations must represent they do not discriminate in employment practices or services on the basis of race, gender, religion, color, sex, national origin, age, marital status, mental or physical ability, sexual orientation or gender identity

### **Ineligible Organizations and Requests**

Marriott does not provide charitable contributions or other in-kind support, including room donations, to:

- Organizations that do not qualify as tax-exempt under Section 501(c)(3) of the U.S. Internal Revenue Code or, for non-U.S. organizations, are determined ineligible utilizing the IRS's Reliance Standards for Making Good Faith Determinations or Expenditure Responsibility rules and regulations. This includes Educational organizations, like private schools and non-public

school districts, that have not been or would not be granted (if outside the U.S.), tax-exempt status under IRS Section 501(c)(3)

- Organizations that operate or support activities counter to the policies, priorities and core values of Marriott
- Private foundations (non-public charities, including personal and corporate foundations) who themselves are engaged in funding
- Faith-based organizations or religious institutions or programs for the purpose of benefitting their own membership

Marriott does not provide charitable contributions and other in-kind support, including room donations, for the benefit of:

- Individuals
- Retirement of operating debts or providing of loans for any purpose
- Requests that solely focus on sponsorship of group or individual travel expenses, such as team-based competitions, illness or hardship
- Unsolicited proposals for campaigns that focus on specific issues such as to eliminate or control particular diseases

### **In-Kind and Room Night Request Requirements and Restrictions**

Marriott is a franchisor and hotel management company. We do not own the majority of our hotels, which are owned by third party investors. Each individual hotel makes its own decision on room inventory. The Social Impact department does not negotiate discounts or in-kind donations for room nights, meeting rooms, or other hotel-related services. Each request becomes a hotel-level request, which we do not have the capacity to facilitate.

- Items or hotel rooms donated to charitable partners are for charitable purposes only, with the exception of donations, gift cards or stay certificates given for the purpose of charitable fundraising auctions, and may not be marketed or re-sold. While individual business units may choose to support charitable fundraising auction requests, Marriott corporate-level charitable giving is not available for this purpose
- Marriott advises business units considering in-kind and room night requests to utilize these Global Guidelines for Charitable Giving and Philanthropic Engagement (“Guidelines”) in their evaluation process

### **Disaster Relief**

As Marriott is a global company, its associates and their communities may be affected by a variety of natural and other significant disasters. Marriott has resources in place that help provide support to

those associates and communities in times of need, and that offer opportunities for Marriott guests and loyalty members to be involved in relief efforts.

- The [TakeCare Relief Fund \(TCRF\)](#) is a source of assistance that Marriott is supporting to provide financial relief to individual associates at managed Marriott locations. Through an application process, the TakeCare Relief Fund provides grants to associates experiencing financial hardship immediately after a natural disaster or due to unforeseen personal hardship. TCRF is administered by the Emergency Assistance Foundation, Inc. (EAF), a 501(c)(3) non-profit organization. The program is currently available to associates at participating U.S. and Mexico managed locations, and will expand to additional non-U.S. managed locations in 2018.
- The [Marriott Disaster Relief Fund](#) was established by Marriott to support the company's efforts to assist communities and affected associates at both managed and franchised hotels during times of disaster. The Greater Washington Community Foundation manages the Marriott Disaster Relief Fund to allow for the most efficient use and activation of charitable funds.
- For guests and loyalty members who may wish to donate points to organizations that provide emergency or disaster relief to benefit those impacted by disasters, please visit:
  - [Marriott Rewards](#) (inclusive of The Ritz-Carlton Rewards)
  - [Starwood Preferred Guest](#) (SPG)

### **Request Support**

If you believe that your organization and its mission align with our priorities and organization requirements, you can submit requests through the following means:

- [For charitable requests to Marriott International](#)
- [For requests specific to The Ritz-Carlton brand and hotels](#)

**Marriott retains full discretion on all charitable giving and philanthropic engagement and further reserves the right to adjust, suspend or terminate participation in programs at any time and to modify these Guidelines at its own discretion.**