



LKQ Corporation's Matching Gift Program Guidelines

About LKQ's Matching Gift Program:

LKQ Corporation's ("LKQ") mission includes building strong partnerships with our employees and the communities in which we operate. LKQ values the strong, enduring relationships we have cultivated with local charities, and we are especially proud of the philanthropic efforts of our employees.

The LKQ Community Foundation funds the LKQ Matching Gift Program and provides us with an ongoing opportunity to support the various charitable organizations that are striving to improve the communities where we live and work. The LKQ Community Foundation is funded by contributions from LKQ.

The LKQ Matching Gift Program (the "Matching Gift Program" or "Program") is a dollar-for-dollar charitable donation matching program designed to extend the impact of LKQ team members' donations to qualified non-profit organizations.

Organizations are reviewed on country specific criteria:

- In the United States, qualified organizations include non-profits that are United States Internal Revenue Code ("IRS") section 501(c)(3) public charities and recognized tax-exempt schools (if they are permissible grantees for the Foundation, as determined by applicable law).
- Outside of the United States, organizations must be registered as a charity or non-profit with the appropriate governing body in the country of operation, in good standing under applicable laws, and not from an embargoed country or on a watch list and have the ability to be matched by our matching gifts provider.

The Program will match LKQ team members' donations to qualified organizations up to an annual maximum, per team member, of \$500 USD per calendar year (or the equivalent of \$500 USD in the local currency, as applicable) with a minimum matching gift amount of \$10 USD.

LKQ Community Foundation uses an outside provider to administer the Matching Gift Program (the "Third-Party Gift Provider"). The Third-Party Gift Provider is responsible for charitable database maintenance, giving portal maintenance, donation processing, website support and first-line customer service.

Participation eligibility:

The voluntary Matching Gift Program is available to all current, full-time LKQ team members and LKQ board of directors worldwide (collectively, "eligible participants"). Team members are eligible to participate from their first day of employment. LKQ retirees, part-time team

members, consultants, contractors, temporary team members, interns and those on long-term disability or salary continuance (severance) are not eligible.

How much LKQ will match per year:

LKQ will match gifts made by eligible participants up to an annual maximum of \$500 USD per participant each calendar year. The minimum matching gift amount eligible is \$10 USD.

Gifts must be registered on the Matching Gift Program portal (the "Portal") in the same calendar year as they were given.

Which organizations qualify to receive matching funds:

In the United States, eligible organizations include non-profits that are United States Internal Revenue Code ("IRS") section 501(c)(3) public charities and recognized tax-exempt schools (if they are permissible grantees for the Foundation, as determined by applicable law).

Outside of the United States, organizations must be registered as a charity or non-profit with the appropriate governing body in the country of operation, in good standing under applicable laws, and not from an embargoed country or on a watch list and have the ability to be matched by LKQ's Third-Party Gift Provider.

LKQ's Third-Party Gift Provider and its vendors perform due diligence on the organizations' eligibility for matching gifts from LKQ.

Examples of categories that eligible organizations may fall into include (but are not limited to) civic and community organizations, educational institutions, arts and cultural institutions, environmental organizations, and organizations that focus on health and human services.

LKQ will not match gifts to any organizations that appear on local or internationally recognized anti-terror, anti-money laundering, anti-bribery or other "watch lists."

LKQ will not consider contributions to non-religious organizations that have a written policy discriminating against any person because of their race, color, ethnicity, national origin, ancestry, citizenship status, religion, religious creed (including religious dress and grooming practices), sex (including childbirth, breastfeeding and related medical conditions), gender, gender identity and expression, age, disability, protected medical condition, marital status, veteran or military status, sexual orientation, pregnancy, genetic information or any other characteristic protected by applicable federal, state or local civil rights laws.

What types of contributions are eligible for matching:

- Personal gifts of money made from an eligible participant's own funds that have been paid and not simply pledged.
- All gifts, whether made inside or outside the giving Portal, must be entered by December 31 of the same year.
- All personal gifts made through the Matching Gift Program Portal must be made via personal credit or debit card.
- Donations made directly to the charity or organization of your choice may have additional payment options (credit card, check, cash), but must have a receipt

uploaded into the Portal in order to request and process a matching donation from LKQ.

If you choose to use the LKQ Matching Gift Program Portal to donate:

Donations made using this workplace giving Portal that is run by the Third-Party Gift Provider are distributed via the Third-Party Gift Provider, which is a U.S. 501(c)(3) organization which acts as donor advised fund. Distributions to eligible charities are made monthly by the donor advised fund, so long as the amounts on hand exceed the donation threshold.

Your donation receipt will come from the donor advised fund and not from the charity or school for which the donation is designated. This may have different tax implications than giving directly to a charity or school outside of the Portal. Please consult a tax advisor with individual questions.

How to register your gift and apply for a match if you did not process it through the giving Portal:

Gifts made outside the Portal are eligible to receive matching funds if (i) the recipient organization qualifies for a match under the guidelines above, (ii) the donation was entered on the giving Portal by December 31 of the year the donation was made, and (iii) the donor has a tax receipt for the donation.

1. You first must access the [LKQ Matching Gift Program Portal](#); hit continue.
2. At the top of the page, you may select your language preference before continuing.
3. Select your country and organization type from the drop-down menus.
4. Enter the organization name, tax identifier or your email along with your state or province or local information. Hit Search.
5. The most frequently used charitable organization information will be shown. Or, if no information is found, select Manually Enter Organization Information.
6. You will be required to fill out a brief form and to upload supporting documentation.

When eligible organizations receive a matching gift from LKQ:

Payments to eligible nonprofit organizations will be processed on a monthly basis, and under normal circumstances the nonprofit will receive matching funds approximately a month after the request is approved.

Donation disbursement threshold for charities not using electronic funds transfer:

The Matching Gift Program and LKQ's Third-Party Gift Provider allows you to find and give any amount you want to any eligible charity. LKQ's Third-Party Gift Provider will attempt to transfer these donations to the recipient charities electronically, to reduce the administrative overhead costs associated with transferring and processing funds.

The Third-Party Gift Provider actively encourages charities to set up an electronic donation payment option. If a charity is not set up with electronic payment instructions, the Third-Party Gift Provider will make every effort to contact the charity to verify their information before a check is mailed.

Administrative Conditions:

LKQ reserves the right to interpret, apply, amend, supplement or revoke, retroactively or

otherwise, these Matching Gift Program Guidelines (the “Guidelines”) at any time. LKQ may suspend or terminate the Matching Gift Program at any time. LKQ also reserves the right to determine whether a contribution qualifies for a matching gift and not to provide a matching gift to any organization that it may determine in its sole discretion is not an appropriate recipient for charitable funds and/or that violates these Guidelines. While donors may designate their own gifts for restricted purposes, LKQ’s matching grant will be used per the program guidelines at the institution or organization. LKQ reserves the right to grant or deny an organization's participation in the Portal at any time, for any reason. Decisions of LKQ regarding the interpretation and administration of the Matching Gift Program, these Guidelines, and the eligibility of organizations or gifts are final and are not subject to further review (external or internal). These Guidelines are not conditions of employment at LKQ, nor are they intended to create or constitute a contract among or between LKQ and any of their team members.

Data Privacy:

LKQ will share certain information about team members with our Third-Party Gift Provider to establish team members’ or other eligible participants’ eligibility for the Matching Gift Program. In order to make a donation, LKQ team members or other eligible participants will be asked to complete their donation information in the LKQ Matching Gift Program Portal for purposes of tax receipt information.

Any questions about use of personal data should be addressed to:

communityrelations@lkqcorp.com.

U.S. Patriot Act Compliance:

U.S. companies must follow strict guidelines for processing contributions to foreign entities to ensure that these organizations do not in any way support terrorism. LKQ reserves the right to decline to match any gifts to organizations that do not meet these guidelines.