

- » Step 2 Make your check payable to: LathamCares Colleague Assistance Fund.
- » Step 3 Mail the signed and printed copy of this form with your signed donation check to:
 - If you are not a Latham colleague, mail your check to: LathamCares; Attention: Farhan Aziz; 650 Town Center Drive, 20th Floor; Costa Mesa, CA 92626
 - If you are a Latham colleague, mail your check to the address above, or send via internal office mail to Farhan Aziz in the Orange County office.

Wire Transfer

One time donation by wire transfer to LathamCares Total: _____ (\$1.00 minimum)

- » Step 1 Fill out the required fields; then electronically sign, date and email this form to assistance@lathamcares.org using the button below.
- » Step 2 Once your form has been submitted to LathamCares, contact your financial institution, and complete the wire transfer using the following wire instructions.
Note: your institution may charge an outgoing wire fee.

WIRE TRANSFER
Account Name: LathamCares Colleague Assistance Fund
Account Number: 205891310
Swift: CITIUS33
Routing Number: 322271724
Citibank-L.A. Main Branch

Payroll Deduction (Latham & Watkins US counsel, associates and staff only)

Note: In lieu of submitting this form, you may make or change a payroll deduction by going to LathamNET > Business Services > Human Resources > HR Self-Service. After you log into the HR Self-Service site, click on "Voluntary Deductions" under My Payroll and Compensation, and click on the button to "Add" or "Edit" a deduction. However, if you wish to cancel an existing deduction, you can either send an email to GSOUSPayrollDepartment@lw.com, or you can complete and submit this form (checking the box below to indicate "cancellation of payroll deduction").

New Contribution

One time payroll deduction Total: _____ (\$1.00 minimum)

Recurring payroll deduction Total to deduct per paycheck: _____ (\$1.00 minimum)

Change an Existing Contribution

Change of contribution From: _____ /paycheck To: _____ /paycheck (\$1.00 minimum)

Cancellation of payroll deduction

Please note regarding all payroll deductions:

- Your **one-time** payroll deduction will be taken out in the next payroll period from the date you submit this form.
- **Recurring** payroll deductions will start in the next payroll period from the date you submit this form.

Partner Draw Deduction (All Latham partners)

New Contribution

One time draw deduction Total: _____ (\$1.00 minimum)

Recurring draw deduction Total: _____ (\$1.00 minimum) Monthly Annually

Change an Existing Contribution

Change of contribution

From: _____ /draw deduction (\$1.00 minimum) Monthly Annually

To: _____ /draw deduction (\$1.00 minimum) Monthly Annually

Cancellation of draw deduction

Please note regarding all partner draw deductions:

- Your **one-time** draw deduction will be taken out via the next draw deduction period from the date you submit this form.
- **Recurring monthly** draw deductions will start in the next draw deduction period from the date you submit this form.
- **Recurring annual** draw deductions will start in the next draw deduction period from the date you submit this form (and renew during the same period annually).

Donation Signature and Submission

I understand that my donation to LathamCares becomes the property of LathamCares, and that LathamCares has ultimate control, authority, and discretion with regard to its assets. All grants made by LathamCares are at the sole and independent discretion of the Distribution Committee and LathamCares Board of Directors. I confirm that I will receive no tangible benefit or privilege from either LathamCares or Latham & Watkins LLP in return for my donation.

Signature

Date

If you are not using Adobe Reader or Acrobat with Javascript enabled to complete this form, then the e-signature and "Submit by email" buttons will not work. In that instance, please save and print your completed form, then add your signature. You may either scan and send your signed form to assistance@lathamcares.org, or you may mail your signed form (along with check, if that's your donation method) to LathamCares; Attention: Farhan Aziz; 650 Town Center Drive, 20th Floor; Costa Mesa, CA 92626.