

Campaign Report Envelope

Thank you!

Company Name _____

Company Coordinator _____

Contact Phone # _____ Email _____

(It is important that we have your contact information incase there are any questions.)

Payroll/Payment Contact: _____

Email/Phone _____

Payroll Billing Schedule: Quarterly Monthly Do Not Bill (paid through other United Way, full payment enclosed, etc.)

Payroll Deduction effective dates *from* _____ *to* _____

of Employees
at your company: _____

Date you submitted
to UWWC office: _____

Verification of Campaign Envelope: To be completed by Company Coordinator

	# of Givers	Total Donations <small>(pledges and paid)</small>	Cash & Checks Enclosed <small>(included in total donations)</small>	UW Office ONLY Processed
Corporate Gift	A	B	C	
Employee Gifts				
Special Event				
Other				
Totals:				

THIS REPORT IS: _____ Initial Report _____ Additional Report _____ Final Report

Instructions:

- Complete front of this envelope in full
- Enter total number of Employee Givers in Column A
- Enter ALL Donations (pledges and paid) in Column B
- Enter any money from paid donations in Column C and balances with actual dollars enclosed
- Include any raffle tickets
- Enclose the yellow copy of each pledge card, White copy is for your payroll, Pink copy is for the donor

For United Way office only:

Campaign Year _____ Envelope # _____

Processed by/Date _____ Entered by/Date _____

Date Submitted _____

Accepted by _____

Notes:

CHANGE STARTS HERE

UnitedWay-Weld.org



United Way of Weld County