

Campaign Summary Report



Organization Name:

Address:

Did you remember to:

1. Include all copies of pledge forms?
2. Include completed Pledge Listing Sheets?
3. Make all checks payable to United Way? Include all cash?
4. Keep a copy of each pledge forms for your payroll department?

Employee Gifts:	Number of Contributors	Pledge Amount	Payment Amount	Balance Due
Payroll Deductions Send yellow pledge forms to YOUR payroll department. Send white copy to United Way.	0	\$0.00		\$0.00
Check Gifts Enclose pledge forms with checks attached. Make checks payable to United Way. Put cash in a separate envelope.	0	\$0.00	\$0.00	
Cash Gifts Enclose cash. Initial here: CC_____ UW_____	0	\$0.00	\$0.00	
Credit Cards Reciepts for online credit card donations are sent to donor and UWSC automatically.	0	\$0.00	\$0.00	
TOTALS	0	<i>Total pledge amount</i>	<i>Total dollar amount enclosed</i>	<i>Balance Due</i>
List TOTAL number of company employees here (<i>contributed or not</i>)-->		\$0.00	\$0.00	\$0.00

Payroll deductions will automatically be remitted: () Mo. () Qtr.
OR Please bill us: () Mo. () Qtr. () No Bill
 Your company's payroll representative:

(Name)

(Title)

(Phone Number)

Payroll Deduction Information

Address for payroll deduction billing if different than address above.

Special Event(s)

Make checks payable to United Way. Put cash in separate envelope.

<i>Pledge amount</i>	<i>Payment Enclosed</i>	<i>Balance due</i>
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Corporate Gift

List the amount----->

We will automatically remit: () Mo. () Qtr () Once on:_____

OR Please bill us: () Mo. () Qtr. () Once on:_____

<i>Pledge amount</i>	<i>Payment Enclosed</i>	<i>Balance due</i>
	Checks:	
	Cash:	

Signature of Campaign Coordinator: _____ Date:_____

Report picked up by:_____ Date:_____

Be sure all employee contributors are on Pledge Listing Sheets.

Results	
Percent participation	#DIV/0!
Per capita	#DIV/0!
Average gift	#DIV/0!