

Campaign Report Envelope

United Way of Wells County, Inc.

122 LaMar Street, Suite 118
Bluffton, IN 46714
(260) 824-5589
mail@unitedwaywells.org



Company Name _____ UW Acct # _____

CEO: _____

Campaign Coordinator _____ E-Mail: _____

Address _____

City, State & Zip Code _____

Final Report _____ or Partial Report _____

Total Employment _____
(including part-time)

Corporate Giving	Total Givers	Total Pledge	Amount Enclosed	Balance Due
1. Corporate Pledge Include signed pledge card for Corporate Pledge including any payment.				

Employee Payroll Deductions on this report will be paid:
 Per Pay Period Monthly Quarterly

Date Withholding begins: _____

Employee Giving	Total Givers	Total Pledge	Amount Enclosed	Balance Due
2. Other (Cash) Keep employer copies (signed pledge forms). Return United Way copies in report envelope.				

of Pay Periods Per Year Salary _____ Hourly _____

3. Direct Bill Pledges Complete address required. Keep employer copies (signed pledge forms). Return United Way copies in report envelope.				
--	--	--	--	--

Make Copies of this report for your records.

4. Payroll Deductions Keep Employer Copies (Signed Pledge Forms) in company office for payroll deductions. Return United Way copies in report envelope.				
---	--	--	--	--

Please return all United Way copies of the Pledge Cards with this form.

5. Total Employee Pledges Enclosed in this envelope, add 2, 3, & 4				
--	--	--	--	--

Be sure this report includes only pledges and payments not previously reported.

6. Special Events Fundraisers, bake sales, etc. Please list separately in additional envelope.				
--	--	--	--	--

We encourage you to cut a check equal to the cash donated. Please make the check payable to the United Way of Wells County.

This Report Prepared by: _____ Name _____ Title _____ Phone: _____ Date: _____ Preparer E-Mail: _____

Do Not Write Below this Line - United Way Use Only

GROSS TOTALS				
---------------------	--	--	--	--

Auditor: _____
Date: _____