

CAMPAIGN PLEDGE REPORT ENVELOPE

OFFICE USE	
ACCT#	ENV#

Organization Name: _____

Organization Address: _____

Payroll Contact: _____

Coordinator: _____



United Way
of Marathon County

Campaign Coordinator Check List

- Give yellow copies of payroll pledge forms to your payroll department. ALL white copies returned to United Way.
- Total number of employees _____.
- Check the Partial box if additional reports are to be submitted or Final if this is complete.
- Contribution totals are completed below.
- Sign and date the report.
- Make a copy of this report for your records.
- If you keep a spreadsheet listing of your donors please email to uway@unitedwaymc.org.
- Do not mail this envelope, please call your campaign ambassador OR deliver to the United Way office, 137 River Drive, Wausau, WI 54403 OR call United Way office to arrange for a pick up, 715-848-2927.

Check One: This Report is: <input type="checkbox"/> Final <input type="checkbox"/> Partial		Total # of Pledges	TOTAL \$'s PLEDGED	PAYMENTS ENCLOSED
1	Corporate Gift - enclose corporate pledge card			
2	Employee Giving Summary			
	Checks / Cash			
	Credit Cards			
	Bill / Elec. Trans. / Stock			
	Payroll			
3	Special Events - convert coin please			
4	TOTAL			

X _____
Signature Date