

UNITED WAY OF THE GREATER LEHIGH VALLEY CAMPAIGN REPORT

Company/Organization: _____

CONTRIBUTIONS	Number of Givers	Total Amount
Payroll Deduction Pledges		\$
Employee Cash/Check Gifts		\$
Pledges to be Billed (Please verify home address on forms.)		\$
Pledges of Securities (Please verify home address on forms.)		\$
Credit Card Pledges (Please verify credit card and signature on forms.)		\$
Special Events/Fundraisers	- This number is always 1 -	\$
Corporate Giving		\$
Sponsorship		\$
Total Count/Total Amount		\$
CASH/CHECKS ENCLOSED (count/total)		\$

→ Please send invoice for payroll deduction pledges:
 One time Quarterly Monthly No invoice
 Start month: _____
 Invoice will be sent quarterly, beginning April 1, unless otherwise specified.

→ Corporate pledge documentation required for all corporate gifts.
 Signed pledge card Company letterhead Check Email
 Do you wish to be billed for your corporate pledge?
 Yes No
 Start month: _____
 Invoice will be sent after 15 days, unless otherwise specified.

Name of person preparing report

Signature

Date

United Way Use Only

Envelope Number: _____	Donor Detail Enclosed: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Account/Contact Number: _____	If no: will it become available? <input type="checkbox"/> Yes <input type="checkbox"/> No
Campaign: _____ (ex. Annual, Other Revenue, Non-Campaign)	If yes: DATA ENTRY: DO NOT POST
Year: _____	Payment Comes from Third Party: <input type="checkbox"/> Yes <input type="checkbox"/> No (ex. Other UW, JK Group, Truist)
Opportunity Type: _____ (ex. Workplace, Special Event, Sponsorship)	Third Party Processor: _____
Special Event/Fundraiser Name: _____	Designations Paid Direct by Processor: <input type="checkbox"/> Yes <input type="checkbox"/> No (DATA ENTRY: If yes, enter as Memo-Payment Bypass)
Employee Campaign is: <input type="checkbox"/> Partial <input type="checkbox"/> Final Close Date: _____	All Totals Verified By: _____
Corporate Campaign is: <input type="checkbox"/> Partial <input type="checkbox"/> Final	Relationship Manager: _____

