



LIVE UNITED

Campaign Report Envelope

United Way
of the Kearney Area

Company Name _____

Campaign Coordinator _____

Address _____

Phone _____ Email _____

Instructions:

- Please take a moment to fill out this form. It is a tremendous help not only in evaluating our campaign, but also in preparing surveys.
- Please place all pledge cards in the envelope. Please return the yellow copy to the United Way, the pink copy to the donor, and keep the white copy for your records.
- Place cash and checks received with the pledge cards in the envelope.
- Fill out the campaign summary section below and return to the United Way office at:
United Way of the Kearney Area
4009 6th Avenue, Suite 19
Kearney, NE 68845
Ph. 308.237.6840
 Or call us at the United Way office to pick it up

Envelope Summary	# of Donors	Total Gift	Amount Paid
A. Payroll Deduction			
B. Direct Billing			
C. Fully Paid Gifts			
1. Enclosed Cash and Checks			
2. Credit Card (MasterCard/VISA/ Discover)			
D. Total Individual Giving (sum of lines, A,B,C1, and C2)			
E. Corporate Gift -signature required			
H. Total of All Gifts (sum of D and E)			

Campaign Totals	Today's Date _____
# of Pay Periods _____	Partial Report _____ Final Report _____
Today's Total \$ _____	Previously Reported \$ _____
Person Preparing This Report _____	
Phone _____ Email _____	
Our company will remit payroll deduction for this campaign to United Way beginning _____	
On a Weekly _____ Monthly _____ or other Schedule (please specify) _____	

Thank You! Your generosity is greatly appreciated!