

Campaign Report Envelope

Before you seal this envelope...

Have you:

- Enclosed the white copies of ALL completed pledge forms?
- Ensured the top copy of the white Pledge Form is completed all the way across?

Employer:	ABC Company	Investor Info:	\$/per pay 10.00	Annual Contribution:	240.00
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- Attached cash/check to white copy of Pledge Form for each paid pledge?
(please do NOT use staples, use only paper clips)
- Attached all OUT-OF-AREA DESIGNATION FORMS to white Pledge Forms?
- Ensured that a home mailing address is included on Pledge Forms for those requesting direct billing or an acknowledgement?
- Turned in all yellow copies of Pledge Forms authorizing payroll deduction to your payroll department?
- Completed the front of the Campaign Report Envelope?
- Included the completed and signed EMPLOYEE GIFT (blue) card?
- Included the completed and signed CORPORATE GIFT (green) card, if applicable?



*Advancing
the common good.*

GIVE.

ADVOCATE.

VOLUNTEER.

Please seal and return envelope to:
United Way of the Ohio Valley
403 Park Plaza Drive
Owensboro, KY 42301