



United Way Report Envelope

Firm: _____

Contact: _____

Address: _____

Signature: _____

Authorized Company Representative



**United Way of
Southwest Missouri
& Southeast Kansas**

Instructions

- Fill out the front of the envelope.
- Keep yellow copy of forms on all employees enrolled in payroll giving. The pink copy goes to the employee.
- Enclose cash, checks, and white copy of pledge forms.
- Return completed sealed envelope to United Way or call for pickup.
- Any questions, call the UW office: 417-624-0153 or 620-231-8140

Summary Firm Pledges

PAYROLL MATCHING	BILL ME'S	CHECK ENCLOSED	TOTAL FIRM PLEDGE
\$	\$	\$	\$

Summary Individual Pledges

DONATION TYPE	NUMBER OF DONORS	TOTAL PLEDGES	AMOUNT ENCLOSED	AMOUNT DUE
Cash/Check		\$	\$	\$
Payroll Deduction		\$	\$	\$
Bill Me's		\$	\$	\$
Visa/MasterCard		\$	\$	\$
TOTAL		\$	\$	\$

ENVELOPE TOTAL (Firm and Employee) \$ _____

Please send statements:

Monthly
 Quarterly
 Semi-annually
 Annually
 Do Not Send Statements

Total number of persons employed in organization _____ Total number of FTE _____

FOR UNITED WAY USE ONLY	
GRAND TOTAL	
CASHIERS INITIALS	DATE REC'D
CASH	BD
CHECKS	PDR

United Way of SWMO & SEK

3510 East 3rd St 117 West 4th St
 Joplin, MO 64801 Pittsburg, KS 66762
 417.624.0153 620.231.8140

WWW.UNITEDWAYMOKAN.ORG