



**United Way**  
Guelph Wellington  
Dufferin

# Campaign Contribution Form

Company \_\_\_\_\_

United Way Use Only	
P/U Rec #	
Initials	Date

Address	
City	Postal Code
Number of Employees	

Name & Title of Employee Campaign Coordinator (ECC)
Phone/Email
Name & Title of Union Campaign Coordinator (UCC)
Phone/Email
Number of volunteers assisting with your company's United Way campaign

## CAMPAIGN CONTRIBUTIONS

Employee Contributions	# of Donors	Amount
Payroll Deduction—Annual Donations		\$
Cash		\$
Cheques—One-Time Gifts		\$
Cheques—Pledges/Pre-Authorized		\$
Credit Card—One-Time Gifts		\$
Credit Card—Pledges/Pre-Authorized		\$
<b>Sub-total, Employee Contributions</b>		<b>\$</b>

Special Event Funds	Cash	Cheque
Event Description	\$	\$
Event Description	\$	\$
Event Description	\$	\$
<b>Sub-total, Special Event Funds</b>	<b>\$</b>	

Corporate Donation	Amount
Cheque (enclosed)	\$
Pledge (Date of Payment _____)	\$
<b>Sub-total, Corporate Donation</b>	<b>\$</b>

<b>TOTAL CONTRIBUTION</b> (employee + special events + corporate)	\$
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- This is the total contribution for our campaign.
- This is a partial contribution from our campaign. It covers the period \_\_\_\_\_.

This Campaign Envelope prepared by:
Name
Phone/Email
<b>Payroll Deductions</b>
Payroll Contact
Phone/Email
Our payroll deduction will be remitted to United Way: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other _____ Our first remittance date will be: _____ Our employee payroll deductions will be recorded on T4 slips. <input type="checkbox"/> Yes <input type="checkbox"/> No

<b>United Way Use Only</b>	
Received by	Date
<input type="checkbox"/> Copied to Campaign Manager	
Audited by	Date
Entered by	Date

A campaign contribution form must accompany all donations submitted to United Way so that we may promptly and accurately track incoming funds for donor recognition and audit purposes.

We encourage you to submit collected donations regularly throughout the campaign. If you are submitting an interim amount, please indicate the period covered in the appropriate box to the left. Include copies of employee pledge forms reported for the period. Add extra sheets to provide detail as required.

If you have any questions, please contact Sue Cybulski, Finance Manager, at 519-821-0571 or sue@unitedwaygd.com

**THANK-YOU!**