

# LIVE UNITED



United Way of Frederick County

United Way of Frederick County  
Bernard W. Brown Community Center  
629 N Market  
Frederick, MD 21701  
Phone: 301-663-4231  
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www.unitedwayfrederick.org

## REPORT ENVELOPE

BATCH \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

REPORT SUMMARY [This Envelope Only]	# Giving Employees	Total Gift	Amount Paid	Balance Due
<b>Payroll Deduction</b> Retain payroll copy, but enclose United Way copy of pledge forms.				
<b>Direct Billing/Fully Paid Gift</b> Enclose individual pledge forms, cash and checks (signature and address required).				
<b>TOTAL EMPLOYEE GIVING</b> Total lines 1, 2 and 3				
<b>Special Fundraisers</b>				
<b>Corporate Gift</b>				
<b>TOTAL [ALL GIFTS]</b> Total lines 4, 5 and 6				

Partial Report  Final Report

Current Envelope Total \$ \_\_\_\_\_

Previously Reported \$ \_\_\_\_\_

Total to Date \$ \_\_\_\_\_

Date \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone \_\_\_\_\_

Our company will remit regularly payroll deductions to United Way of Frederick County for this campaign beginning:

(date) \_\_\_\_\_

Our company would like to be billed:

Monthly  Send by mail

Quarterly  Send by e-mail

One Time

Number of Leadership Givers: \_\_\_\_\_ \$500-999 \_\_\_\_\_ \$1,000-2,499 \_\_\_\_\_ \$2,500-4,999 \_\_\_\_\_ \$5,000-9,999 \_\_\_\_\_ \$10,000+

Number of Full Time Employees: \_\_\_\_\_ Number of Part Time Employees: \_\_\_\_\_

Please update any new contact information:

CEO or Senior Contact \_\_\_\_\_ Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

Campaign Coordinator \_\_\_\_\_ Phone \_\_\_\_\_ E-Mail \_\_\_\_\_

### OFFICE USE ONLY

Account # \_\_\_\_\_

Audit \_\_\_\_\_

Designations \_\_\_\_\_

Acknowledgment \_\_\_\_\_