



United Way of the
Greater Clarksville Region

Thank You!

COMPANY REPORT FORM

Company Name _____

Address _____

(Street and/or P.O. Box)

(City)

(County)

(State)

(Zip Code)

Contact Name _____ Telephone _____

(Authorized Company Representative)

Title _____ Fax _____

Signature _____ Date _____

This is our Company's: Partial Report Final Report

Please do not include results from any previous reports

report for our work location in: Houston County Montgomery County Stewart County

Please complete a separate "Company Report Form" for each county in which your company has a work location

	Number of Employees Donating	Total Amount Pledged and Given
Employee Payroll Deductions		\$
Employee Direct Billing		\$
Employee Paid Now (Cash and Checks)		\$
Company Employee Matching Contribution		\$
Corporate Pledge		\$
Special Events		\$
TOTAL		\$

Company Campaign Packet Checklist

- Company Report Form(s) (this page)
- Corporate Pledge Form
- Employee Report Form(s) white (top) copy
- All Employee Pledge Forms white (top) copy include forms for employees:
 - contributing gifts of cash or check
 - requesting United Way to bill them directly for their pledges, as well as
 - contributing via payroll deductions.
- All Cash and Check Donations

The United Way Awards Program recognizes *outstanding achievements in employee group giving*. Please compute your total according to the following formula - potential is based on one hour's pay per month.

Total annual payroll \$ _____ X .006 (.6%) equals \$ _____ (Potential)

Total employee giving \$ _____ divided by potential equals _____ (% of Potential)

Total number of employees _____

For Administrative Use Only: Account # _____ Envelope # _____ Initials _____ Date _____