United Way
Grande Prairie & Region

Employee Campaign Report

Organization Name: _____

Address: _____

City: _____ Postal Code: _____

Coordinator: _____ Phone: _____

Payroll Contact: _____ Phone: _____

INSTRUCTIONS

1. Payroll Deductions: Please fill out this report including payroll contact information. Attach the white copy of the pledge form to this Campaign Report; forward the yellow copy to your payroll department.

2. Enter cash/cheque/credit card, payroll pledges, Corporate donation or match, Special Event funds in the appropriate column.

Number of Employees _____ Number of Donors _____

	#	Cash/Cheque/Credit Card		#	Payroll Pledges		Total
Employee Campaign			+			=	
Corporate Donation or Match			+			=	
Special Events			+			=	
Total							

Note: The United Way of Grande Prairie and Region will issue Tax Receipts for all cash/cheque/credit card donations upon receipt.

Company Representative

United Way Representative

#213, 11330 106 Street Grande Prairie, AB T8V 7X9 | P. 780 532 1105 F. 780 532 3532 | info@gpunitedway.org www.gpunitedway.org