

HOW TO FILL OUT A PLEDGE FORM

Please use a pen to fill out the pledge form. Please write clearly.

Donor Information

- Fill in name, home address, date of birth.
- Fill in preferred phone number and indicate if it is a home or cell number.
- Fill in preferred email address.
- Fill in Employee ID if your employer requires it.
- Please indicate if you are retiring soon.

Gift Options

1. Payroll Deduction
 - Choose how much you want to pledge per pay period.
 - Fill in number of pay periods your employer has in a year.
 - Multiply amount per pay period by number of totals pay periods to fill in total annual pledge amount.
 - * Note: most employers start payroll deductions on January 1st, not at the time of your pledge.
2. One-Time Giving
 - Fill in amount you want to give, and indicate if you will be paying by cash, check, or credit card.
3. Bill Me
 - Check if you want to give one time (\$100 minimum) or monthly (\$25/month minimum), and fill in annual/monthly pledge amount you would like to be billed for.

Recognition Options

- If your gift is from you and your spouse, include their name here.
- If you would like to remain anonymous on any public-facing donor acknowledgements, please indicate here.

Signature

- Pledge forms are not valid until you have signed and dated them.

Optional - Designations

- If you would like 100% of your gift to go to our Community Fund, this section can be left blank.
- If you would like to designate all or part of your gift to one or more of our Impact Areas, please indicate the percentage or dollar amount here. If less than 100% is designated, the rest will go to our Community Fund.
- If you would like to designate all or part of your gift to another 501(c)3 or another United Way, please include the name of the organization and indicate the percentage or dollar amount you would like to designate there. Divided gifts are accepted. If less than 100% is designated, the rest will go to our Community Fund.

Copies

- Pink – Donor keeps pink copy.
- White – White copy needs to be turned into your payroll department.
- Yellow – Yellow copy needs to be turned into UWCIL, so you should give it to your ECC to collect.