UFCC REPORT ENVELOPE COVER

College/Department_____

Coordinator Name_____

Pledge Type	Number of Pledges	TOTAL COLLECTED
Online Pledges: 1) Cash 2) Checks	1)_____ 2) _____	1) $_____ 2) $_____
Paper Pledge Cards: 1) TE deposit bag number 2) Cash 3) Checks 4) Other_____	1)_____ 2)_____ 3) _____ 4)_____	1) $_____ 2) $_____ 3) $_____ 4) $_____

Special Events	Dept/Unit to be recognized	TOTAL COLLECTED
1)_____ 2) _____	1) _____ 2) _____	1) $_____ 2) $_____

Agency Designation	Amount
_____	$ _____
_____	$ _____
_____	$ _____

Totals (pledges + special events)	CASH COUNTS (indicate number of each bill type)	
Cash $_____ Checks $_____ Other $_____	$100 x _____ = $ _____ $50 x _____ = $ _____ $20 x _____ = $ _____ $10 x _____ = $ _____ $5 x _____ = $ _____ $1 x _____ = $ _____	Quarters .25 x _____ = $ _____ Dimes .10 x _____ = $ _____ Nickels .05 x _____ = $ _____ Pennies .01 x _____ = $ _____ Other = _____ x _____ = $ _____

I certify that the information on this sheet is correct and all cash/checks and pledge cards are enclosed in this envelope.

Drop off: Name_____Signature_____Date_____

Received: Name_____Signature_____Date_____

UW Pick Up: Name_____Signature_____Date_____