

UFCC REPORT ENVELOPE COVER



College/Department _____

Coordinator Name _____

Pledge Type	Number of Pledges	TOTAL COLLECTED
Online Pledges:		
1) Cash	1) _____	1) \$ _____
2) Checks	2) _____	2) \$ _____
Paper Pledge Cards:		
1) Payroll Deductions	1) _____	1) \$ _____
2) Cash	2) _____	2) \$ _____
3) Checks	3) _____	3) \$ _____
4) Other _____	4) _____	4) \$ _____
Special Events	Dept/Unit to be recognized	TOTAL COLLECTED
1) _____	1) _____	1) \$ _____
2) _____	2) _____	2) \$ _____
Agency Designation	Amount	
_____	\$ _____	
_____	\$ _____	
_____	\$ _____	

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