



**United Way  
of the Laurel Highlands**  
Serving Cambria & Somerset Counties

United Way of the Laurel Highlands, Inc.  
422 Main St., Ste. 203, Johnstown, PA 15901  
166 East Union St., Somerset, PA 15501  
120 W. High St. Ebensburg, PA 15931

[admin@uwlaurel.org](mailto:admin@uwlaurel.org)  
[www.uwlaurel.org](http://www.uwlaurel.org)  
814.535.2563

## Final Pledge Tally & Corporate Donation Amounts

### Instructions

1. Please fill out the entire sheet.
2. Enclose all Pledge Forms, corporate and employee.
3. Please verify that all pledge forms are signed.
4. Attach any cash/checks to proper pledge form.

Firm Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-Mail \_\_\_\_\_ Date \_\_\_\_\_

### Corporate Giving Information

Total Corporate Pledge	Corporate Amt. Paid	Corporate Amt. Due	Invoice our company:
\$	\$	\$	Monthly___Quarterly___Annually___ (see below)

### Employee Giving Information

Total Number of Employees	Number Who Gave	1. Total Payroll Deductions	2. Total Cash	3. Total Direct Bill	4. Total Credit Card Payments	5. Total Checks enclosed	Total of Giving (sum of 1-5)
		\$	\$	\$	\$	\$	\$

### Payroll Department Quick Tips for Processing Donations

- We can receive pledge payments at any interval (weekly, biweekly, monthly, & quarterly).  
Please send to: **United Way of the Laurel Highlands,**  
**422 Main St., Suite 203**  
**Johnstown, Pa. 15901**
- Pledge payments can be made via automatic monthly deduction from the employees' checking account (ACH).  
To arrange, please contact **Mickie Cooper, UW Accountant**, at 535-2563 or by email: [mickie@uwlaurel.org](mailto:mickie@uwlaurel.org)
- Along with your pledge payment a list of the participating employee names is preferred but not required.
- **It is required that we receive the employee signed pledge form back, when the pledge is originally made.**

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**Please return this form to your Loaned Executive or United Way staff when completed along with any cash, checks or pledge forms.**

**THANK YOU FOR YOUR PARTICIPATION!**