

REPORTING RESULTS

Accurate and timely remittance of pledges to United Way of Coastal Carolina helps your campaign close and ensures that checks and credit card gifts are processed in a timely manner. Follow the guidelines below to remit your pledges and forms.

NEW: 2011 CAMPAIGN INCENTIVE: TOYOTA OF NEW BERN is sponsoring a 2011 TOYOTA COROLLA 4 DOOR LE SEDAN to benefit United Way of Coastal Carolina this year. The first drawing will be on FRIDAY, NOV 4th. There will be 5 weekly drawings with two (2) finalists chosen each week. Be sure to get your pledge forms and qualified car entry forms in early for more chances to win. The last turn-in deadline to qualify for the car giveaway drawing will be on Wednesday, November 30th. See schedule below.

| WIN A 2011 TOYOTA COROLLA LE SEDAN | |
|------------------------------------|---------------------------|
| <u>TURN-IN DEADLINE</u> | <u>DRAWING</u> |
| Wed, Nov 2 nd | Fri, Nov 4 th |
| Wed, Nov 9 th | Fri, Nov 11 th |
| Wed, Nov 16 th | Fri, Nov 18 th |
| Mon, Nov 21 st | Wed, Nov 23 rd |
| Wed, Nov 30 th | Fri, Dec 2 nd |

FINAL DRAWING WED, DECEMBER 7th at 6pm at
TOYOTA OF NEW BERN

TIPS FOR PROCESSING:

- Remember to forward payroll-deduction pledge forms to your payroll department (white copy)
- Verify and review the contents of the report envelope before sealing it
- Include any Leadership Giving Information
- **Verify that qualifying Car Entry Forms are signed.**
- Be sure to check box for partial or final report
- Email spreadsheets to United Way
info@unitedwaycoastalnc.org

CAMPAIGN ENVELOPE

This is the envelope used to enclose all campaign forms to send back to United Way of Coastal Carolina for processing. Items in the envelope should include the following:

- Campaign Report Form
- Signed and completed pledge forms
- Qualifying SIGNED Car Entry forms
- Cash & Checks attached to pledge form
- Separate any fundraisers from pledges

* A .pdf of the Campaign Envelope is on the Campaign Coordinators Toolkit at www.unitedwaycoastalnc.org. This can be attached to any envelope for turn-ins.

If you have any questions, please contact United Way!

