



United Way of Story County

DONATION PROCESSING

Thank you for your participation in United Way of Story County's work! We're grateful for your support. The information requested below will help us better serve you and your employees.

PAYROLL DEDUCTIONS

If your organization utilizes payroll deduction to fulfill pledges, please provide the following:

Name of Organization

Payroll Contact

Title

Email

Phone

Do you collect pledge information (employee name, amount to be deducted per pay period, etc.) for payroll processing **prior** to submission to UWSC (This is recommended.) **YES** **NO**

Can you provide donor name detail with remittance? (This is recommended.) **YES** **NO**

When will payroll deductions begin for the current campaign year?

What frequency of payment will you be using? **Monthly** **Quarterly** **Other**

CORPORATE DONATIONS AND MATCHING GIFTS

Is your contact for this type of communication same as above? **YES** **NO**

If different, indicate the correct person below:

Corporate/Matching Contact

Title

Email

Phone

When will corporate/matching gift payment occur?

Will you need an invoice for your corporate gift? **YES** **NO**

Please email this completed form to finance@uwstory.org.