



## SPECIAL EVENT REPORT FORM

209 Center Street #H Chardon, Ohio 44024 uwsgc.org

Frid No. \_\_\_\_\_

Form No. \_\_\_\_\_

Batch No. \_\_\_\_\_

Please use this electronic form to separate special event checks/credit cards from employee gifts. Indicate total amount raised for special events on this form. Please also indicate Special Event total on row D located on the electronic version of the Campaign Report Envelope form.

**Proceeds to be collected at a later date.**

\_\_\_\_\_  
Name of Individual Preparing Form

\_\_\_\_\_  
Company Name (Please print as it should appear in any recognition publication)

\_\_\_\_\_  
Preparer's Daytime Phone

\_\_\_\_\_  
Email Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Date Prepared

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

TYPE OF EVENT(S)

Total Amount

\$

### FOR UNITED WAY USE ONLY

Audited by \_\_\_\_\_

Entered by \_\_\_\_\_

Verified by \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

Date \_\_\_\_\_

*Please contact a United Way representative at 216.436.2197 with any further questions*