



3631 Perkins Avenue
Cleveland, OH 44114
(216) 361-9920

www.communityshares.org

Please Print

Employer _____

Campaign Manager _____

Address _____

City _____ Zip _____

Number of Employees _____

Phone Number _____

Signature _____

Date _____

Payroll Contact Person _____

Phone Number _____

Campaign Begin Date _____

LIST ONLY PLEDGES AND PAYMENTS INCLUDED IN THIS ENVELOPE

TYPE OF CONTRIBUTION	No. of Gifts	Total \$ Amount of	\$ Amount Enclosed
Payroll Deduction Pledges			N/A
Fully Paid Contributions (Enclose cash and checks)			
Credit Card Contributions			N/A
Online giving via Community Shares iPledge (Get results online, put total here and call Shares to get payroll report detail for your payroll dept.)			N/A
TOTAL OF EMPLOYEE GIFTS			
Special Event Funds Enclosed			
Company Gift Enclosed			
Company Gift to be Billed by Community Shares			N/A
GRAND TOTAL			

THIS REPORT IS: PARTIAL FINAL
check one Campaign End Date _____

INSTRUCTIONS	COMMUNITY SHARES USE ONLY	
	Auditor	Date
1. Please report only the contents in this envelope. 2. If using Community Shares pledge form: a. Enclose original copy in this envelope. b. Make copy for your payroll dept. and you. c. Ask employee to keep copy. 3. Please fill out envelope completely. 4. Please sign envelope. 5. Call Community Shares at (216) 361-9920 to arrange pick-up of envelope.	Pay. Ded. Audit	
	Fully Paid Audit	
	Special Event Audit	
	Online Audit	
	Other Audit	
	Computer Entry	