

Special Event Report Envelope

Greater Longview United Way
310 S. Fredonia St • PO Box 411
Longview, TX 75606
Phone 903 758 0191 • Fax 903 758 1919
www.longviewunitedway.org



Greater Longview
UNITED WAY

CAMPAIGN YEAR: _____

This envelope is used to report monies generated by special company events such as raffles, bake sales, or intra-office contests

LIVE UNITED

Please check one:

- ☐ This is our last Special Event.
- ☐ There is more on the way.

SPECIAL EVENT(S)

Event Type:	Cash	Checks	Givebutter	Total Amount Enclosed
1.				
2				
3.				
4.				
5. TOTAL (Add Lines 1, 2, 3, & 4)				

If payment for a Special Event is not included in the envelope, please explain how and when the United Way office can expect this payment.

X _____
Signature Required Title Phone No. Date

For GLUW office only:

_____ Pledge Entry