

Report Envelope

Cash & Checks Only

Envelope for Special Event



Federal Agency _____	
Code Number _____	
Address _____	
City, ST, Zip _____	
Greater Indiana CFC	CFC #: 0283/0283

Keyperson's Name _____	
Phone Number _____	
Email Address _____	
Is this the last Report Envelope: Yes or No	
Date: _____	Envelope #: _____

PCFO USE ONLY	Date								
Envelope Number ____ _	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr><td>Picked up at company location</td><td>_____</td></tr> <tr><td>Received at CFC Headquarters</td><td>_____</td></tr> <tr><td>Cash & Checks Reconciled</td><td>_____</td></tr> <tr><td>Pledges entered into database</td><td>_____</td></tr> </table>	Picked up at company location	_____	Received at CFC Headquarters	_____	Cash & Checks Reconciled	_____	Pledges entered into database	_____
Picked up at company location	_____								
Received at CFC Headquarters	_____								
Cash & Checks Reconciled	_____								
Pledges entered into database	_____								

Cash & Check Pledge Cards	Number of Pledges	Total Amount
Coins (Convert to bills so less than \$1 in coins)		
Cash - Bills		
Checks		
Total		
Number of Sealed Envelopes		

Donor Recognition	Gift	# Needed	Delivered
Platinum \$1560+	Coin Set		
Gold Eagle \$650-\$1,559	Deluxe Travel Set		
Silver Eagle \$240-\$649	Challenge Coin		
Track campaign results online at			
www.givecfc.org			

Keyworker Signature	Date: _____
Coordinator Signature	Date: _____
Loaned Executive Signature	Date: _____
CFC Director Signature	Date: _____

If mailing, send to CFC Headquarters at: 212 W. 10th Street, Suite D425; Indianapolis, IN 46202
For questions or comments, contact (317) 423-3442 or cfcindiana@gmail.com.