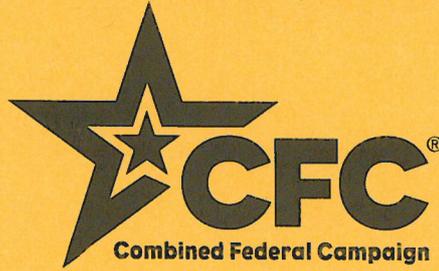


# Fundraiser/Special Event Report Envelope



Please fill out envelope completely.

Federal Organization/Agency: \_\_\_\_\_

Address: \_\_\_\_\_

County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Department Keyworker Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Department Coordinator Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**DO NOT separate cash/checks from pledge cards**

**Fundraiser/Event Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

For Coordinator Use	For CFC Use Only
Total # of Check Pledges _____ Total Amt \$ _____	Total # of Check Pledges _____ Total Amt \$ _____
+	+
Total # of Cash Pledges _____ Total Amt \$ _____	Total # of Cash Pledges _____ Total Amt \$ _____
=	=
Total # of Pledge Cards _____ Total Amt \$ _____	Total # of Pledge Cards _____ Total Amt \$ _____
CC Signature _____ Date _____	CFC Signature _____ Date _____
CFC Signature _____ Date _____	PCFO Signature _____ Date _____

**\*MAKE A PHOTOCOPY OF THIS ENVELOPE FOR YOUR RECORDS.\***

**\*PLEASE SEAL ENVELOPE UPON VERIFICATION OF CONTENTS WITH CFC OFFICIAL\***

## Thank You!

<b>Nexus Envelope Entry</b>
Envelope # _____
Account # _____
Date ____/____/____
Initial _____

<b>Bank Verification</b>
Amount \$ _____
Date ____/____/____
Initial _____

<b>Nexus Data Entry</b>
Envelope # _____
Account # _____
Date ____/____/____
Initial _____