Pledge Form Instructions – 2017 UC San Diego United Way Campaign

Continuing Deductions:
To continue your previous payroll deduction without any change in amount or designation*, do nothing. (*See “Important Note” below for annual designation amount to a specific agency)

New or Modifications to Your Deductions:
You must complete a new pledge form.

Identifying Information
For new or modified contributions, enter your home address, daytime telephone, and e-mail address. Also enter your UC San Diego Employee ID (enter all digits including all zeros. Example: 000123456)
(Note: United Way keeps your information confidential)

Contribution to Your Community’s Collective Impact Areas – the best way to improve and enhance the lives of San Diego children and their families.
You may contribute directly to United Way. Your investment will support academic success including kindergarten readiness, third grade literacy, high school graduation and beyond, through academic supports and family stability throughout San Diego County.

Designated Donation (optional)
• You may designate that some or all of your contribution be given to a specific agency of your choice. Include the name of the agency and agency code number (if applicable) which can be found on the San Diego Community and UC San Diego agency lists. Note that the agency codes are located to the right of the agency name. If an agency is not on the list, print its complete name and address or phone number on the lines provided.

*IMPORTANT NOTE*
United Way requires that donations to a specific agency be a minimum of $150.00 annually. Gifts less than $150.00 will be invested in the community by United Way.

Method of Payment
Payroll Deduction: (Note: Minimum $3 per pay period.) Write in the amount you would like withheld per paycheck. Also indicate how many paychecks you receive per year (e.g., 12 monthly or 24 biweekly). If you authorize a payroll deduction, your pledge will be deducted from your paycheck each biweekly or monthly period (based on your pay cycle) until you provide written and signed authorization to have your pledge changed or cancelled.

One-Time Gift:
• If you choose to write a check, make it payable to United Way and send it with the pledge form to:
  UCSD United Way Campaign, Mail Code 0922.

  Please do not send cash through the University mail. If you wish to make a cash donation, return cash and the pledge form in a sealed envelope through your Department Coordinator for the UCSD United Way Campaign.

Credit Card Gift: If you want United Way to bill your credit card, enter the frequency and start date for the charges. Indicate the type of credit card, fill in the card number, security code, expiration date, and the billing address. Note: Credit Card minimum donation is $25.00.

Stock: If you wish to give stock or other options, call (858) 636-4107 for information.

Total Gift: Add together all entered pledge amounts and write in the amount of your TOTAL annual gift in the box provided. Sign and date the pledge form in ink.

Return completed form to: UCSD United Way Campaign, Mail Code 0922.
(Retain the Pink Donor copy or photocopy for tax purposes)

Questions? Contact your Department Coordinator for UC San Diego’s United Way Campaign. A list of department coordinators can be found at http://blink.ucsd.edu/go/unitedwaycoordinators

Thank you for your support!