



LIVEUNITEDANC.ORG

# PAYMENT PROCESSING FORM

Company Name: \_\_\_\_\_ Campaign Year: \_\_\_\_\_

ECC Contact: \_\_\_\_\_ Payment Contact: \_\_\_\_\_

ECC Email: \_\_\_\_\_ Payment Contact Email: \_\_\_\_\_

### Payment Information:

#### We will send payments to United Way of Anchorage:

- One-Time Payment
- Monthly
- Quarterly
- Other: \_\_\_\_\_

#### Payments will be made to United Way by:

- Check
- Direct Deposit *\*Contact Sue Ross, 907.263.3813*
- Invoice needed
- Other: \_\_\_\_\_

#### Payments will come from:

- Our location in Alaska
- Our Headquarters located in: \_\_\_\_\_
- A Third-Party Processor: \_\_\_\_\_
- Other: \_\_\_\_\_

#### Payments will include:

- Corporate Gift Only
- Payroll Deduction Payment Only
- Both
- Other: \_\_\_\_\_

Payments will start on (or close to) this date: \_\_\_\_\_

### Reporting for Payroll Deduction Contributions:

To match payments with donors and to honor the designations of our donors, United Way of Anchorage requests a donor tracking report. Since United Way of Anchorage has already processed the pledge of the donor, donor names and contribution amounts are the only information that is needed. Please ensure the total of the check or deposit equals the total of the individual payments.

#### A Donor Tracking Report with donor names and contribution amounts will be:

- Included with the payment
- Emailed to [finance@ak.org](mailto:finance@ak.org)
- Other: \_\_\_\_\_

Special Instructions: \_\_\_\_\_

### Corporate Gift:

- Our company will provide a corporate contribution that will follow employee designations.
- Our company will provide a corporate contribution that will NOT follow employee designations.
- Our company will NOT provide a corporate contribution.
- Other: \_\_\_\_\_

### Payment Questions:

United Way of Anchorage  
 Attn: Jason Dinneen  
 701 W 8<sup>th</sup> Ave, Ste 230  
 Anchorage, AK 99501  
[jdinneen@ak.org](mailto:jdinneen@ak.org)  
 907.263.3809

### Payment Mailing:

United Way of Anchorage  
 Attn: Finance  
 701 W 8<sup>th</sup> Ave, Ste 230  
 Anchorage, AK 99501  
[finance@ak.org](mailto:finance@ak.org)  
 907.263.3813