|  |  |
| --- | --- |
| **(For SECC Office Use Only)** | |
| Envelope # | ANDAR Acct. # |
|  |  |



**2021 SECC Report Form**

**Cash, Check & Credit Card Forms**

|  |  |  |
| --- | --- | --- |
| **Department/University/Agency:** |  |  |
| **Office/Division/Inst.:** |  |  |

**MAKE A COPY OF THIS FORM BEFORE SUBMITTING YOUR PACKET TO THE SECC OFFICE.**

**Cash, Check & Credit Card Pledge Forms ONLY**

**Donors who pledge online/epledge do NOT need to fill out a paper/PDF pledge form.**

**Do not use this form for events, epledge or payroll donors.**

|  |  |  |
| --- | --- | --- |
| **TYPE OF**  **PLEDGE** | **NUMBER OF DONORS** | **Total CREDIT CARD/CASH & CHECK PLEDGES** |
| **Credit Card**  via SECC website & completion of pledge form  Transaction # must be on the form |  | **Total Credit Card**  **$** |
| **Cash**  Free Cashier’s Check at SECU Locations |  | **Total Cash**  **$** |
| **Checks**  Payable to NCSECC |  | **Total Check**  **$** |
| GRAND TOTAL | **Total # Donors** | **Total $ Credit Card, Cash & Check Pledges**  **$** |

Report prepared by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Print Name) (Date) (Phone)

Report audited by: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(SECC Staff) (Date)