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| --- |
|  **(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 formTransaction # 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)