



EMPLOYEE CAMPAIGN ORDER FORM – SPEAKERS BUREAU REQUEST

United Way of the Ozarks Clarence R. Wheeler Center 320 N. Jefferson Springfield, MO 65806
Phone: 417 863-7700 Fax: 417 863-9102 Email: chowell@uwozarks.com

Company/Organization: _____

Employee Campaign Coordinator: _____ Phone: _____

Address: _____ Email: _____

Total Employees: _____ United Way Staff/Volunteer: _____

Speaker Request:

Date	Time	Room/Location	Speaker's Name	Speaker's Agency

Equipment/Supplies:

___ No materials are needed. ___ Please provide the following materials: (list quantities)

- Campaign Video: _____
- Campaign Brochures _____
- Pledge Cards _____
- Posters # _____
- Payroll Deduction Forms _____
- Leadership Giving Materials _____
- 211 Posters _____
- Table Tents _____
- New Hire Packets _____
- 211 Brochures _____

Special Instructions/Requests

When you give to one you influence the condition of all!

Confirmed with Agency:

Date: _____ Agency: _____ Speaker: _____

Confirmed with Company/Organization:

Date: _____ Name: _____ Contact: _____

Campaign Associate Copy:

Date: _____ Name: _____