



## CFC Report Envelope Summary

### Zone 31: Chesapeake Bay Area

Campaign Manager: \_\_\_\_\_  
First Name Last Name

E-mail address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Department/Military Service: \_\_\_\_\_

Agency/Command: \_\_\_\_\_

Office/Unit: \_\_\_\_\_

Type of Gift	Number	Amount	(FOR CCA AUDITOR ONLY)
<b>Pledge by Payroll Deduction</b>			
<b>Pledge by Check</b>			
<b>CONFIDENTIAL GIFTS</b>			
<b>TOTAL ENCLOSED</b>			

1. Keep a copy of this report in case the CCA auditors have any questions when processing the contents.
2. Staple any confidential gifts in their own sealed envelopes to the top right hand corner of this report.
3. Limit the number of pledge forms in this report to 25.
4. Seal this report into the report envelope and mail this to:
  - CFC Processing Center**
  - c/o The Give Back Foundation/TASC
  - P.O. Box 7820
  - Madison, WI 53707-7820

Store contents securely to protect personal information.  
 For more information, please visit [opm.gov/ShowSomeLoveCFC](http://opm.gov/ShowSomeLoveCFC)

**Thank you for your leadership to the Combined Federal Campaign.**