

## 2018 Catholic Services Appeal In-Pew Gift Transmittal Form

<b>Finance Office Use</b>
Verified By:
Date Received:

\_\_\_\_\_  
**Parish Name**

\_\_\_\_\_  
**Parish ID#**

\_\_\_\_\_  
Prepared by

\_\_\_\_\_  
Date

### Group 1: Cash Gifts

	Number of Envelopes	Cash Received
a) Anonymous		
b) One Time Gift		
c) Pledge with cash payment		
<b>Total Cash deposited for Appeal:</b>		

* Parish Check	
Parish Check #	Amount

*\*Parish check amount should match the Total Cash deposited for Appeal and should be mailed with Group 1 envelopes and transmittal form.*

### Group 2: Check Gifts

	Number of Envelopes	Checks Received
a) One Time Gift		
b) Pledge with check payment		
<b>Total Checks:</b>		

### Group 3: Other Gifts:

Credit card, bank transfer, stock, or any pledges without cash/check enclosed

**Number of envelopes:**

### Group 4: Gift Already Made / No Gift

**\* Please recycle these forms; there is no need to send them to the Pastoral Center.**

Each package of In-pew envelopes mailed to the Archdiocese should be sent with a separate transmittal form.

Make additional copies of this form as needed.

The form can also be found at ArchLou.org/CSA (this version includes excel formulas)

Please contact the Office of Mission Advancement at (502) 585-3291 or swunderlin@archlou.org with questions.