



Support Our Whole Mission

Pledge Form 2022–2023

Nurturing the Human Spirit for a World Made Whole



Tips to Complete Pledge Form

The following notes will help you navigate and complete your 2022–2023 Pledge Form. Please use the sequential number on the pledge form to locate the instruction for each item included in the form.

Do you have questions about pledging? During the pledge drive, you may contact our Support Team for assistance. Please leave a message at 847-864-1330, Ext. 111, or send an email note to pledgeinfo@ucevanston.org with your questions. A team member will get back to you shortly.

The Pledge Drive Letter you recently received from the UCE office contains the information you need to complete your pledge form. You can use the information to assist you completing the form.

Pledge submission deadline

The pledge drive will take place from February 26 to March 13, 2022. The Pledge Drive Committee kindly asks that you submit your pledge by **March 13, 2022**. In doing so, you will help the Board of Trustees finalize the budget in April and present it to the congregation by May.

Contact information

The information captured in your pledge form provides the UCE administrative office with an opportunity to update your contact information.

1. Name or Names

Please include the full name of the head of household. If you make your annual pledge with your partner or spouse, please enter their name.

2. Street Address, 3. City, 4. State, 5. Zip Code

Please enter the number and street name, unit number, city, state, and zip code.

6. Phone number, 7. Email address

Please enter your preferred telephone number and email address.

Affirming or discontinuing membership

8. I or we wish to affirm my or our UCE membership

Check the box if you, your spouse or partners, or family **wish** to remain UCE members

9. I or we no longer wish to be a UCE member or members

Check the box if you, your spouse or partners, or family **do not wish** to remain UCE members

Annual pledge

10. Please enter your pledge amount for the 2022–2023 fiscal year

Please enter the total pledge amount for the fiscal year, not the amount of your monthly contributions. You can select how you like to make your contribution and specify the amount and frequency of your contribution in the next question.

Selecting the mode of making contributions

11. Select your preferred method for making your pledge contribution throughout the year.

You may select a mode of making your contributions, amount, and frequency that works best for you. If circumstances change, you can change your choices. The following list ranks the contribution options from the lowest to the highest cost incurred by UCE per transaction.

11a. Check

If you make your contribution by check, it involves a few steps for you and the UCE administrative office, but it does not incur a transaction fee. Compared to the other modes, using checks to make your contributions is the least expensive to UCE.

If you select this mode of making your contribution, please write PLEDGE in the memo line of your check. You may mail the check to the UCE office, or you can drop the check off at the collection basket during the Sunday services.

11b. Automatic Bank Account Withdrawal

If you make your contributions by automatic bank account withdrawal, it involves fewer steps for you and the UCE administrative office, but it does incur a transaction fee. However, the fee is lower than making your contribution by credit or debit card.

If you select this mode of payment, you need to set up automatic bank account withdrawal. Please see the Tips for Completing your Vanco Profile to assist you. You can also contact the UCE administrative office at finance@ucevanston.org.

If you already have automatic payments set up and need to update the amount, you can do so by logging into your existing Vanco profile. Please note that if you do not update your automatic withdrawal amount by July 1, our staff accountant will do that for you.

11c. Automatic Credit or Debit Card Payment

If you make your contributions by credit or debit card, it involves fewer steps for you and UCE, but it incurs a transaction fee. Using your credit or debit card to make your contribution incurs a higher fee than the other modes of payment.

If you select this mode of payment, you need to set up credit and debit card payments. Please see the Tips for Completing your Vanco Profile to assist you. You can also contact the UCE administrative office at finance@ucevanston.org.

If you already have automatic payments set up and need to update the amount, you can do so by logging into your existing Vanco profile. Please note that if you do not update your automatic withdrawal amount by July 1, our staff accountant will do that for you.

11d. Text-to-Give

If you make your contributions via Text-To-Give, it involves additional steps for you and a few for the UCE office, but it incurs transaction fees. You cannot set up a recurring payment, and the transaction fees are similar to those of credit and debit cards.

If you select this mode of payment, please text a message at 312-584-9160. Enter the dollar amount of your contribution in your message and the note PLEDGE. Adding the notation helps the UCE office to allocate your contribution as part of your pledge.

11e. Unable to make a financial commitment

In such unpredictable times, being temporarily unable to make your pledge and commit to financial contributions is understandable. Once the circumstances change for you and your family, the UCE office will be happy to register your pledge and contributions.

12. Options for making annual pledge contributions

Please, consider the following two options for making your annual pledge contribution. Unlike the previous options, setting up these options requires additional steps for you and UCE. If you are interested in exploring these options, please contact the office at finance@ucevanston.org.

12a. Gift of Common Stock

Please consider making your pledge contribution by donating shares of common stock to UCE. This option might have tax advantages for you over making cash donations. This is a relatively simple process, which your broker and the UCE office can handle.

12b. Employer Matching Contributions

You may increase the value of your donation to UCE at no additional cost to you. Some employers have programs to match employees' charitable contributions. Contact the UCE office for more information about the employer matching contribution program.

12c. Other forms of contributing

You may have other financial means to make charitable contribution, which often provides benefits to you, such as in taxation. If you like to explore using other forms of making your pledge contributions, please contact the UCE office.

Signing your pledge

13. Your signature and date

Please sign your name and enter the date you are submitting your pledge.

14. Partner's Signature and date

If you submit your pledge with your partner or spouse, please have them sign their name and enter the date you submit the pledge.

Your pledge receipt

The UCE office will send a receipt to your email box you within two business days after submitting your pledge. If you do not receive a confirmation note, do not hesitate to contact Jessica Meis at the UCE office. You can reach her via email at admin@ucevanston.org.

Thank you for submitting your 2022–2023 pledge!