



UNITED WAY
Greater Cleveland

SPECIAL EVENT REQUEST FORM

Special events add creativity to your United Way campaign! Not only do they support United way, but they can be great for employee engagement and team development. DonorPoint can host a variety of events on the platform, making it easier than ever to have an event that employees will love!

We request a 4-week lead time from the submission of this form to your UWGC Account Manager to ensure your special event is planned thoughtfully and thoroughly.

Company Name: _____

UWGC Account Manager: _____

Event Details

Special Event Name: _____

Event Description: _____

Special Event Type:

- ☐ Auction (Bidding)
- ☐ Raffle
- ☐ Voting/Contest
- ☐ Ticketed Event/Registration

Payment Options:

- ☐ Credit Card
- ☐ Cash

Event Start Date & Time

Event End Date & Time

Form Page Launch Date & Time

Form Page Close Date & Time

Report Frequency

How often would you like to receive reporting on this special event:

Additional Notes/Requests

Please include any additional information, like pricing details, that would be beneficial when building your special event!

Questions? Contact your UWGC Account Manager or email donate@unitedwaycleveland.org.