



Greetings:

We are pleased to invite your organization and its employees to join us for Washtenaw United Way 2008 Day of Caring.

On Thursday May 8 individuals and employee volunteers from local businesses and organizations will fan out to participate in community service projects throughout greater Washtenaw County. Projects involve painting, gardening, landscaping, light cleaning or office work.

Day of Caring is an excellent opportunity for employee team-building and provides a chance for employees to have hands-on involvement in our community.

This year, Day of Caring is a part of Washtenaw United Way Week of Caring, an extended effort to inform, educate, and engage the members of our community in projects that make an impact. Week of Caring begins on May 5 and culminates with Youth Day of Caring on May 10.

A Day of Caring Company Registration Form and Week of Caring Information guide are enclosed. Please indicate your participation by naming a team leader from your company and directing your team leader to mail or fax the Registration Form to Washtenaw United Way. Please include your company team leader's email and phone number for contact. **We ask that all companies participating in Day of Caring send a team leader to a one hour informational meeting on April 14 at 1:00 pm at the Washtenaw United Way office.** Please contact Angelina Roberts at [aroberts@wuway.org](mailto:aroberts@wuway.org) or 734.677.7201 with any questions.

Your Company Registration Form is due at the Washtenaw United Way by **April 4, 2008**. You may fax your form to 734. 971.6230 or mail to 2305 Platt Road Ann Arbor, MI 48104.

Please join us in this unique and rewarding opportunity to share your employees' talents and skills with our community. Thank you for your consideration and ongoing support.

Sincerely,

Angelina Roberts  
Resource Development  
Washtenaw United Way

**Company Registration Form  
Washtenaw United Way Day of Caring  
May 8, 2008**



Volunteer Information				
Name of Organization:	Address:	Phone #:		
		Fax #:		
Name/Title of Company Team Leader:		Phone #:		
E-mail address:		Fax #:		
<p>How many volunteers will be participating?</p> <p>Our volunteers prefer to work: <span style="float: right;"><input type="checkbox"/> Indoors   <input type="checkbox"/> Outdoors</span></p> <p>Our volunteer group is willing to split up into smaller groups and work at different locations <span style="float: right;"><input type="checkbox"/> Yes   <input type="checkbox"/> No</span></p> <p>We are unable to leave our workplace. We would be interested in conducting an in-house drive for clothing, food or toys. <span style="float: right;"><input type="checkbox"/> Yes   <input type="checkbox"/> No</span></p> <p>Our volunteers prefer:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><b><u>Indoor Categories</u></b></p> <p><input type="checkbox"/> General cleaning /Organize</p> <p><input type="checkbox"/> Painting</p> <p><input type="checkbox"/> Sorting and Packing</p> <p><input type="checkbox"/> Spring clean up</p> <p><input type="checkbox"/> Light maintenance</p> <p><input type="checkbox"/> Moving furniture</p> </td> <td style="width: 50%; vertical-align: top;"> <p><b><u>Outdoor Categories</u></b></p> <p><input type="checkbox"/> Gardening / light landscape</p> <p><input type="checkbox"/> Painting</p> <p><input type="checkbox"/> Minor construction</p> <p><input type="checkbox"/> Spring clean up</p> <p><input type="checkbox"/> Yard cleanup</p> <p><input type="checkbox"/> Light maintenance</p> </td> </tr> </table> <p>Our volunteers have the following special skills that would be useful to an agency.</p> <p><input type="checkbox"/> Electrical      <input type="checkbox"/> Plumbing      <input type="checkbox"/> Landscaping      <input type="checkbox"/> Administrative Work</p> <p>Other _____</p>			<p><b><u>Indoor Categories</u></b></p> <p><input type="checkbox"/> General cleaning /Organize</p> <p><input type="checkbox"/> Painting</p> <p><input type="checkbox"/> Sorting and Packing</p> <p><input type="checkbox"/> Spring clean up</p> <p><input type="checkbox"/> Light maintenance</p> <p><input type="checkbox"/> Moving furniture</p>	<p><b><u>Outdoor Categories</u></b></p> <p><input type="checkbox"/> Gardening / light landscape</p> <p><input type="checkbox"/> Painting</p> <p><input type="checkbox"/> Minor construction</p> <p><input type="checkbox"/> Spring clean up</p> <p><input type="checkbox"/> Yard cleanup</p> <p><input type="checkbox"/> Light maintenance</p>
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**Late Registration: Companies submitting this form after April 4, 2008 may be placed on a waiting list subject to available projects.**

**A firm number of volunteers is required by April 4 in order to coordinate the entire volunteer effort to best serve our community.**

**Company Applications must be submitted by April 4, 2008.**  
**You can submit your applications to:**  
**Fax: (734)-971-6230 Angelina Roberts**  
**Mail: Washtenaw United Way 2305 Platt Road, Ann Arbor MI 48104; Attn: Angelina Roberts**  
**Questions? Call (734) 971-8200**

**Volunteers will work at their sites from 9:00 a.m. – 3:30 p.m.**