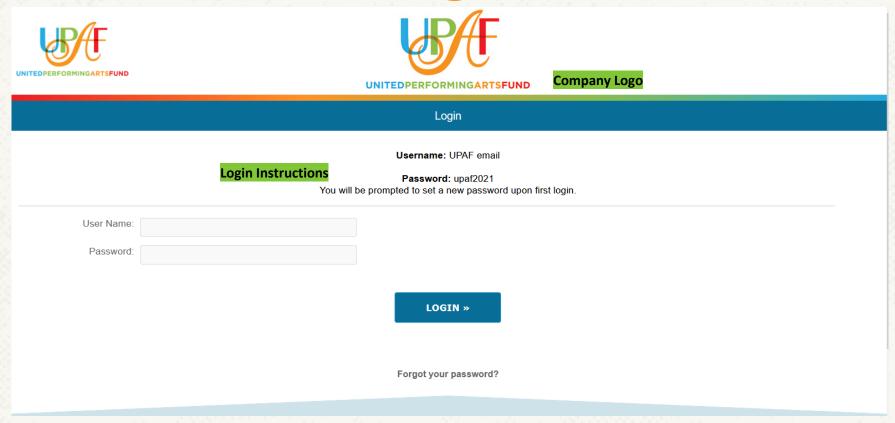
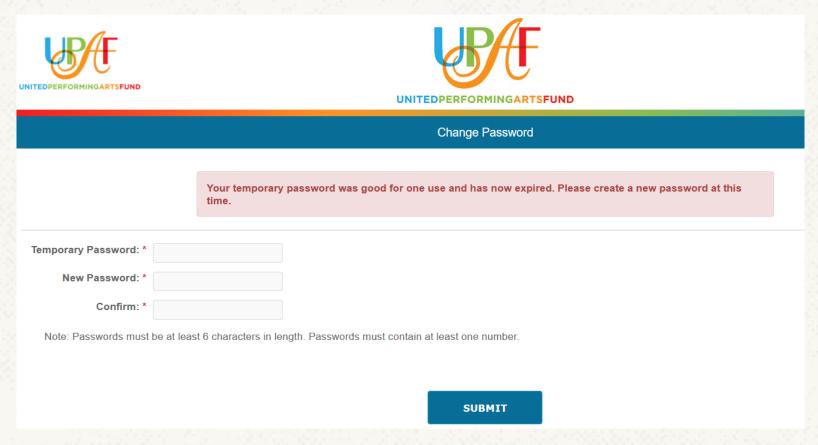
Login



- Company Logo (optional): Appears on each page of the site.
- Login instructions: Based on format of company username and password.
- **Username:** Username is assigned by the company and must be unique across the entire system.
- Password: Password is also assigned by the company but is not required to be unique.
- Forgot your password?: Sends a link to user to set a new password.



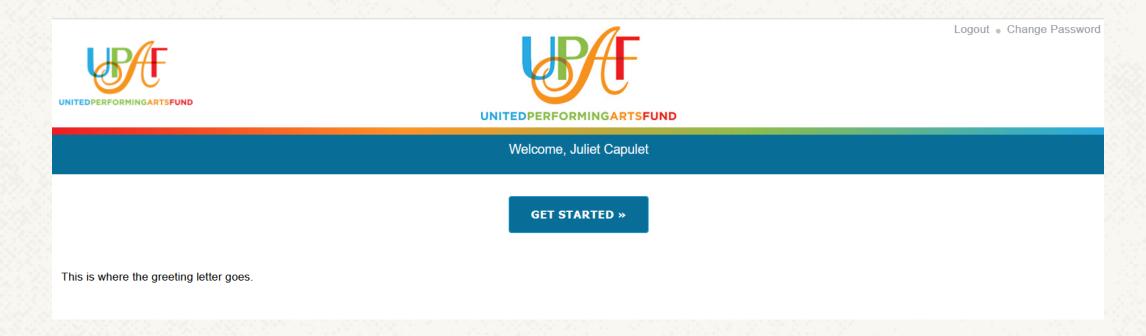
Change Password (optional)



• **Change Password** (optional): Company may indicate that users will change their password upon first login. This is typically used if the company has set the same initial password for all users or used a generic format for the password.



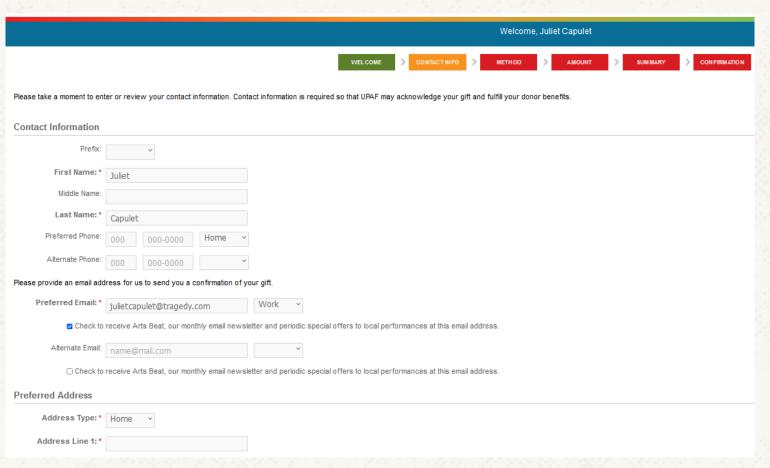
Welcome



- **Greeting Letter** (optional): This page can display a greeting letter from the company. Company greeting letters are typically from the company CEO or UPAF Ambassador(s).
 - **Beginning on this page, users can change their password and past donors will see their UPAF account number and gift amount from the past campaign displayed in the upper right-hand corner.



Contact Information

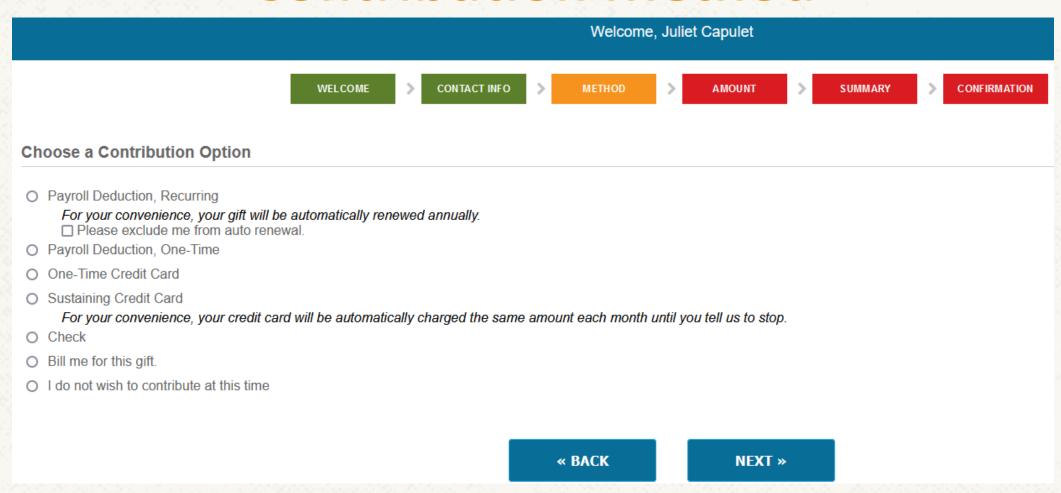


Contact Info page includes fields for phone, email, and address information. Past donors' contact info will
auto-populate based on the information in our database and can be updated by the donor on this screen.
An email address MUST be provided to receive a gift confirmation email.

Note: Colored navigation buttons at the top indicate which steps have been completed and can also be used to return to a previous screen.



Contribution Method





Contribution Options: Company chooses which contribution options will be available. If payroll deduction is selected, you must provide UPAF with the payroll contact name and email.

Contribution Amount – Recurring Payroll

	Place your mouse ** Annual amount			er) to learn more about the benefits received at that level. Benefits are cumulative as giving levels inc
	Per Pay Period	Annual Gift	UPAF Donor Benefit Level	
0				
0	\$14.29	\$100.03	Corps	
0	\$42.86	\$300.02		
0	\$71.43	\$500.01	Performer	
0	\$142.86	\$1,000.02	Director	
0	\$428.58	\$3,000.06	Conductor	
0	\$714.29	\$5,000.03	Concertmaster	
0	\$1,428.58	\$10,000.06	Artist Society	
0	\$3,571.43	\$25,000.01	Crescendo	
0	\$7,142.86	\$50,000.02	<u>Impresario</u>	
	Click here to see	UPAF benefit lev	els	

- Contribution Amount: Annual gift presets are at the UPAF individual donor benefit levels. A gift in the amount of the donor's choosing can be made using the blank 'Per Pay Period' option at the top of the grid.
- **Recurring Payroll:** Payroll deduction effective date is provided by the company. This option shows the amount per pay period as well as the total annual amount pledged. Number of pay periods are pre-loaded per individual based on information provided by the company in the employee data file.



Contribution Amount – Credit Card

Select Your Contribution Amount

Place your mouse pointer over the individual donor levels (hover) to learn more about the benefits received at that level. Benefits are cumulative as giving levels increase.

^{**} Annual amounts may be adjusted for rounding

	Per Month	Annual Gift	UPAF Donor Benefit Level
0			
0	\$8.34	\$100.08	<u>Corps</u>
0	\$25.00	\$300.00	Cast
0	\$41.67	\$500.04	<u>Performer</u>
0	\$83.34	\$1,000.08	<u>Director</u>
0	\$250.00	\$3,000.00	Conductor
0	\$416.67	\$5,000.04	Concertmaster
0	\$833.34	\$10,000.08	Artist Society
0	\$2,083.34	\$25,000.08	Crescendo
0	\$4,166.67	\$50,000.04	<u>Impresario</u>

✓ I would like to cover the 3% fees associated with my donation so more of my donation goes directly to United Performing Arts Fund.

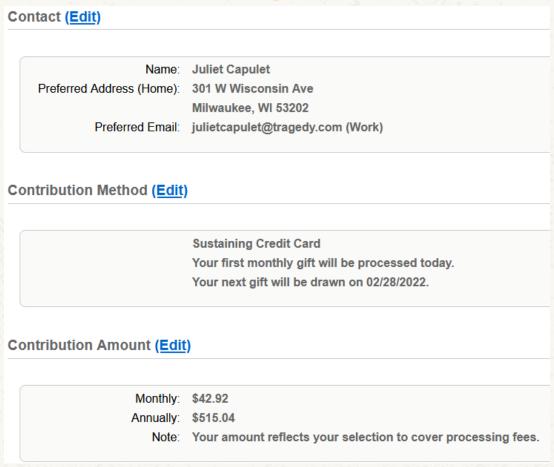
Your credit card number and expiration date will be collected at the end of your donation. If you need assistance or have any questions contact the UPAF Operations Department at eq. administrators@upaf.org or 414-273-8723.

• **Credit Card (One-Time & Sustaining):** Donors now have the option to cover the 3% fees associated with credit card donations.



Sustaining Credit Card Only (screenshot above): This option shows the amount per pay month as well as the total annual amount per year pledged. The credit card will be automatically charged the same amount each month until the donor tells us to stop.

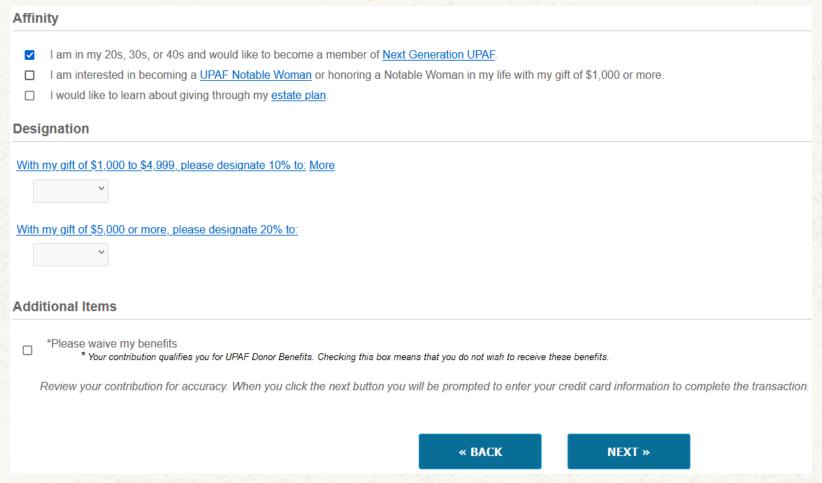
Summary - Part 1





• Summary page reviews contact info, current gift, and any additional gifts made during UPAF's current fiscal year.

Summary – Part 2





• **Summary page** also includes opportunity to indicate interest in UPAF Affinity Groups and/or designation opportunities.

Confirmation

Thank you, Juliet Capulet, for your recurring payroll deduction pledge through United Performing Arts Fund's 2022 Workplace Giving Campaign. This is a total payroll deduction pledge of \$500.01.

Your total pledge for the 2022 Campaign is \$500.01.

You've played your part to support our artists, and the performing arts community of Eastern Wisconsin could not be more grateful. Your donation will directly support 14 premier performing arts groups and the talented artists they employ, allowing them to not only survive, but to thrive despite the challenges of the past year.

On behalf of Black Arts MKE, First Stage, Florentine Opera Company, Milwaukee Ballet, The Rep, Milwaukee Symphony Orchestra, Skylight Music Theatre & the rest of UPAF's Member Groups, we say thank you!

For your records, you will soon a confirmation email to the address provided. If a valid email address was not provided, please print this page for your records.

UPAF is a non-profit, tax-exempt organization qualified under Section 501(c)(3) of the Internal Revenue Code. The amount of your contribution may be tax deductible for federal income tax purposes to the fullest extent of the law. Please consult your tax advisor for proper treatment of the contribution. Our Employer Identification Number is 39-6100399. No goods or services were provided in return for this contribution.

If you need to make any changes to your contribution, please contact the UPAF Operations Department at eq. administrators@upaf.org or 414-273-8723.

Donor Name: Juliet Capulet UPAF Account Number: 570089

Campaign Year: 2022

Company: United Performing Arts Fund Contribution Type: Payroll Deduction, Recurring

To exit, click the Logout button below.

PRINT THIS PAGE

LOGOUT



Confirmation page includes details of donation. This page can be printed. If check donation is chosen as the Contribution Method, this page will also indicate the individual at the company to whom checks should be routed. Confirmation email will be sent to provided email address.