

SAY THANK YOU

How to Say “Thank You”

Thank You Cards - Use your company's campaign theme and find a creative way to deliver the cards to make a lasting impression: deliver cards with a candy kiss or balloon attached, insert cards into pay envelopes or personally hand cards to employees as they enter a thank you event.

Thank You Awards - Recognition of groups, departments, individual contributors and volunteers can take many forms: plaques, certificates, trophies or medals, paperweights, desk sets or other gift items. Consider using items from the United Way catalog. Be creative.

Thank You Events -Special events are a meaningful way to wrap up a campaign and show contributors and campaign workers that their efforts are appreciated. Consider a thank you breakfast or lunch hosted by Senior Management, victory rally, thank-a-thon personal telephone calls to contributors, ice cream social, employee barbecue or picnic. Other options include a clown-a-gram to visit the workplace and thank contributors, or hosting a Health and Human Services Fair as special thanks for helping United Way.

Thank You Gifts -The best advice is to keep things simple as you let donors know that their contributions are appreciated.

- Campaign theme pins, key chains, pens mugs.
- Gift certificates from the company store or a local business.
- Candy or baked goods.
- Flowers, buttons, ribbons.
- Poster with a thank-you message.
- Calendars.

When considering incentives and thank you gifts, be creative: gift certificates from area businesses or restaurants; use of a prime parking space; time off with pay; candy, flowers, plants.

Public Thank You –A public thank you is often more economical and lets your employees know, as a group, that their contributions are appreciated.

- Place a banner in a high-visibility area.
- Provide a popcorn cart in the lobby or cafeteria and offer free popcorn.
- Offer free coffee or donuts at the start of the workday.
- Display a giant thank you card signed by United Way staff and agency representatives.
- Publish a special thank you edition of your company newsletter.
- Display an enlarged copy of a thank you letter from you as campaign coordinator.
- Host a United Way photo exhibit with a special thank you message.