

Submit a form for each planned event to the Church Secretary (Stephanie Wright)

Ministry Event Request Form

Name of Ministry:

Location of Event:

Date and Time:

Alternative Date and Time:

Contact Information:

Name:

Email:

Telephone:

Home:

Cell:

Event Description: If additional space is needed, please attach additional information to this sheet

Transportation (if needed)

For Planning Board use only

Requested Date Approved by Planning Committee: _____Yes _____No

For Deacon Board use only

Need additional information:

Approved for Recommendation to Church Conference:

Not Approved and reason why: