**Puckety Church Announcement Request Form**

Name:

Telephone:

Date of Request:

Announcement Date(s) Desired:

**Note:** All requests for Announcements must be in to the Administrative Office by the Tuesday before the first requested announcement date.

Type of Announcement: Bulletin \_\_­­­­\_\_\_\_ Worship Slide \_\_\_\_\_\_\_\_ Both \_\_\_\_\_\_\_\_\_

**Suggested Title:**

**Text:** Type or print clearly. Please provide short, specific information.

**Who:**

**What:**

**When:**

**Where:**

**Contact:**

**A one sentence blurb describing the event:**

Worship slide announcements must adhere to one slide maximum unless otherwise approved by the Pastor. Larger or highly detailed announcements should be submitted for Post-Scripts.