

Contact Information for Parish Organization Leadership

In order to effectively contact parish organizations, the Parish Secretary needs up-to-date contact information on each group's leadership. Please use this form at least once a year. It is highly recommended that your group update your records if there is a change in leadership outside of your regular schedule.

| Parish Organization | Date |
|--|-------------|
| * Primary Contact _____ Officer Position _____ Address _____ Cell Ph _____ Email _____ * Number for publishing in the bulletin _____ | |
| Secondary Contact _____ Officer Position _____ Address _____ Cell Ph _____ Email _____ | |
| Alternate Contact _____ Officer Position _____ Address _____ Cell Ph _____ Email _____ | |

| FOR OFFICE USE ONLY | |
|--|---|
| Date Received _____ | Initials _____ |
| Has fundraising approval request form been returned? | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A |
| <input type="checkbox"/> Yearly Update / <input type="checkbox"/> Revision <input type="checkbox"/> Contacts Updated | <input type="checkbox"/> Bulletin Cover Updated |