

Cross Roads Church Bulletin / Announcement Form

This form needs to be turned **into the office by Wednesday prior to the date** you wish it to be printed.

Requested by: _____ Phone: _____

Email: _____

Date(s) to be published: _____

Ministry Team / Organization: _____

Event / Function: _____

Date & Time: _____ Location: _____

Contact Person: _____

Contact Phone: _____

Contact Email: _____

Registration Deadline (if applicable): _____

Cost: _____

Description of Function:

Announcement Text:

- I would like to have this announced during Sunday Morning Service.
- I would like to announce this personally.
- I would like to have the announcement on a slide (***must give at least one week notice***).
- I have a graphic that will be used (email to info@meetatcrossroads.org).
- I would like this announcement posted on the website.
- I have a video announcement for this that is _____ minutes in length.
- I would like a sign-up sheet on the welcome table for my event.

Comments:

