

# **Bulletin Announcement Request Form**

**Announcement Heading:**

**Contact person for the request:**

**Sponsoring Committee:**

**Contact Phone#/Email:**

**Minute for Mission?    Yes            No**

If yes, When?

Who?

**Include as a Lay Reader Announcement?**

If Yes, please provide Lay Reader Text:

Full Text for the Bulletin Announcement:

Shortened Text for the Second Time announcement will appear in the bulletin:

Bulletin Start Date:

Bulletin End Date:

*\*\*Announcements must be submitted by 12:00pm on Wednesday to be included in Sunday's Bulletin.*