

# Poster/Publicity Reservation Form

All posters/publicity must be approved through the office (not just Ministry Leaders). We encourage utilizing our Publisher who is available specifically for these projects. Once approved, we can place posters in restrooms, but not on the windows or walls. Poster designs requested to be posted in restrooms will be simplified and consolidated to be displayed on one poster. If you have any questions, please call the church office (943-0795).

Today's Date \_\_\_\_\_ Ministry \_\_\_\_\_

Name \_\_\_\_\_ Phone \_\_\_\_\_

Event \_\_\_\_\_

Dates to advertise (3 maximum):

1. Week of \_\_\_\_\_

2. Week of \_\_\_\_\_

3. Week of \_\_\_\_\_

Location(s) desired:

Restrooms

Yes, I would like the office to design the posters for this event.

If yes, list basic information to be placed on poster:

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