



Calendar Item Submission Form

If your church event is going to be held away from the church facility, please fill out this form to add your event to the church calendar. Return your completed form to the church office at least two weeks prior to the event date.

Required Information	
Today's Date	Name of Event/Fundraiser
Contact Person Name	Contact Person Position in Organization
Contact's Daytime Phone No.	Contact's Evening Phone No.
Location of Event	