

LifePoint Church Promotion Request Form

Instructions: Please complete and submit this form to the church office according to the deadlines listed below. No promotion will occur without a completed form on file. Every effort will be made to accommodate your request.

Part 1

Date of Request: _____

Contact: _____ Phone: _____

E-mail address: _____

Brief Description:

Event Date: _____

Desired Promotion Date(s): _____

IMPORTANT: If this opportunity will be conducted on church property, please complete a LifePoint Church Facility Request Form and submit with this Promotion Request.

Part 2

I would like to promote this opportunity using: (check all that apply)

Please note the deadlines.

___ Bulletin (1 week advance notice)

___ Announcement Slide (1 week advance notice)

___ Ministry Booth (3 available per week—1st scheduled, first served)

___ Table Toppers (Café and restroom counters)

___ *To the Point* weekly e-newsletter (1 week advance notice)

___ Other _____

More information on back

Part 3

Which of our church's five Biblical priorities will this opportunity support?
(check all that apply)

Worship Grow/Discipleship Connect/Fellowship
 Serve/Ministry Invest/Outreach

Part 4

In the space below, please describe how this opportunity supports the priority/ies you selected in Part 3.

Part 5

What information would you like to include in your promotion materials?
(Who? What? Where? When? Why? **Please be specific.**)

Any Additional Information:

Office use only: Received ___/___/___ Approved ___Y ___N
Start Date ___/___/___ Stop Date ___/___/___ Completed ___/___/___