

SonCoast Community Church
P.R./Special Events Form



If you have a special event you would like announce through the SonCoast bulletin and newsletter, please fill out this form and turn it into Lynn Van Lenten at least **ONE WEEK PRIOR** to the time you would like it in publicized.
THANKS!

Requested by: _____

Phone (specify home or cell): _____

Email: _____

Date(s) to be published: _____

Please fill in the information below that applies to your request and print neatly. Thanks!

Event/Function: _____

Date and Time: _____

Location: _____

Contact Person: _____

Contact Phone and Email: _____

Registration Deadline (if applicable): _____

Cost: _____

Description of Function:

I would like to make an announcement personally: Yes _____ No _____

I have a video* announcement to show: Yes _____ No _____

Include in the eNewsletter Yes _____ No _____

Post on the church website Yes _____ No _____

*Video is _____ minutes in length