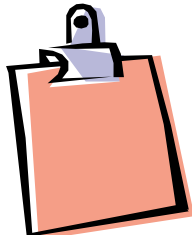


LIFE CHURCH OF GOD IN CHRIST
3349 Rubidoux Boulevard * Riverside, CA 92509
Office: (909) 684-5433 Fax: (909) 684-8117
Ron M. Gibson, Pastor / Founder
WWW.LIFECHURCHRIVERSIDE.ORG

Office Use Only

Received By: _____

Date Received: _____



FLYER AND/OR VIDEO ANNOUNCEMENT REQUEST FORM

PLEASE PRINT CLEARLY & COMPLETE ALL INFORMATION

Today's Date _____

Dept./Aux. Leader _____

Dept./Aux. Name _____

Contact Phone # _____ Alternate Phone # _____

E-mail _____ Fax _____

If Response is needed, respond by: Phone Fax E-mail

INFORMATION

Name of Event _____

Date of Event _____

Time of Event _____

Location/Address of Event _____

Sponsored By _____

Date(s) for Communicator _____

Flyer Requested: Yes No Sample Flyer Attached: Yes No

Video Announcement: Yes No The office will contact you to confirm your appointment time.

Video Announcements are taped on Wednesdays (2p-6p) Are you available to come in for a taping? Yes No

If not, who is your Designee and what is their contact information:

Name _____ Contact # _____

Email Address _____

Announcement Details _____

(For Office Use Only) Approved Denied Pending

Comments: _____

Administrator's Signature: _____ Date: _____

White: Office Administrator

Yellow: Auxiliary Coordinator

Pink: Aux./Dept.

Flyer Request & Announcement Form/ Revised February 2016