



### Concord Trinity United Methodist Church Publication and Announcement Request

- *Publication articles may be submitted via email or handwritten on this form. If the article is submitted as an email attachment, that file must be in Word, Publisher, or PowerPoint.*
- *Editors reserve the right to edit, condense, or withhold articles or announcements depending upon the timeframe and/or space needed.*

Name/Committee: \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_



**Bulletin Announcement** Publication Date(s): \_\_\_\_\_

Content: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**PowerPoint Slide request** Announcement Date(s): \_\_\_\_\_

Content \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Electronic Sign** Announcement Date(s): \_\_\_\_\_

*(Please remember anything going on the electronic sign indicates your function is open to the public.)*

Message on Sign: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

There are 13 spaces for each of the four lines.

**Newsletter Article** Publication Date(s): \_\_\_\_\_

Content \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_