

**Cordesville First Baptist Church
Public Relations/ Media Committee Request**

Activity:	Date: Time:
Costs:	Special Guests/Speaker:
Proceeds Benefit:	Topic:
Contact Person:	Contact Information (number/email):
Advertisement Options	
<input type="checkbox"/> WKCL	<input type="checkbox"/> Newspaper (additional costs may apply)
<input type="checkbox"/> CH. 6 (Home Telephone's Ad Channel)	<input type="checkbox"/> Church Sign
<input type="checkbox"/> WAY-FM	<input type="checkbox"/> Church Bulletin/Newsletter*
<input type="checkbox"/> Website	<input type="checkbox"/> Flyers (Qty): <i>The requestor will be responsible for posting the flyers.</i>
Comments	

All requests for advertisements should be submitted to the church office and the church office will forward to the chairperson of the media committee. All requests must be submitted 3 weeks in advance of the activity to ensure the requests are processed and have ample time for advertisement.

Submissions for the newsletter must be submitted to the church office prior to newsletter publication deadline.