

firstnaz PUBLIC ANNOUNCEMENT FORM

**** Requests due no later than Monday prior to Sunday requested ****

Today's Date: _____

Contact Person: _____

Best Contact Number: _____

Email: _____

Ministry Department: _____

Event: _____

Place: _____

Date of Event: _____

Time of Event: _____

Suggested Announcement Text:

Type of Announcement requested:

- Sunday AM Slide
- Verbal
- Bulletin
- Website

Advertising Dates: _____

Please attach/enclose any graphics or electronic files if you have specific artwork

**** First Naz may not be able to announce all requests publicly and reserves the right to edit as appropriate ****

Do Not Write Below This Line

Office Use Only:

Date Received: _____

Advertising Date: _____

Dept Head Initials: _____

Comments: _____