

Event/Calendar Request

Event/Calendar Request					
Name of Event:					
Type of Event:		Bible Study <input type="checkbox"/> Prayer Group <input type="checkbox"/> Committee/Group Meeting <input type="checkbox"/>			
Other <input type="checkbox"/> _____					
Topic, if applicable					
One Time Event:	Date	Start Time	End Time		
Weekly:	Sunday	<input type="checkbox"/>	Start Time		
	Monday	<input type="checkbox"/>	End Time		
Tuesday	<input type="checkbox"/>				
Wednesday	<input type="checkbox"/>				
Thursday	<input type="checkbox"/>				
Friday	<input type="checkbox"/>				
Saturday	<input type="checkbox"/>				
Start Date		End Date			
Monthly:	1 st Week	<input type="checkbox"/>	Sunday	<input type="checkbox"/>	Start Time
	2 nd Week	<input type="checkbox"/>	Monday	<input type="checkbox"/>	
	3 rd Week	<input type="checkbox"/>	Tuesday	<input type="checkbox"/>	
	4 th Week	<input type="checkbox"/>	Wednesday	<input type="checkbox"/>	
	5 th Week	<input type="checkbox"/>	Thursday	<input type="checkbox"/>	End Time
			Friday	<input type="checkbox"/>	
		Saturday	<input type="checkbox"/>		
Start Date		End Date			
Contact Person					
Phone Number		Email Address			
Location (if at church, what room?)		Other Helpful Information			
Otherwise, please provide address:					

Please return to the Church Office. Thank you.