



St. Paul's United Church of Christ

47 S. Whiteoak Street
Kutztown, PA 19530
610-683-3393

Event / Committee Communication Form

Committee _____ From (name): _____

In case we have a question:

Phone number: _____ Email address: _____

Event name: _____

Day: _____ Date: _____ Time(From): _____ Time(To): _____

Announcement type: (please check all that apply)

Bulletin - weeks requested _____

Church screen announcements - weeks requested _____

Facebook

Newsletter

Website – location _____

Message:

Please complete by: _____ (Date) Signed _____

Please place completed form in the TECHNOLOGY mailbox. If urgent, please contact Brian Beck at babeck1@hotmail.com or 610-360-9879

Internal use:

Submitted to:

Bulletin - church secretary – Date _____ via: _____

Church screen announcements - Keith Leinbach – Date _____ via: _____

Facebook - Keith Wuchter – Date _____ via: _____

Newsletter - Marge Weida – Date _____ via: _____

Website – location- who _____ – Date _____ via: _____