



First Congregational United Church of Christ

## ANNOUNCEMENTS FORM

*Newsletter/Calendar*

**NAME** \_\_\_\_\_ **Date** \_\_\_\_\_

Phone (Daytime) \_\_\_\_\_

Please check the areas in which your announcement should appear:

\_\_\_\_\_ **Newsletter** Beginning Month (Date) \_\_\_\_\_ thru Month (Date) \_\_\_\_\_

\_\_\_\_\_ **Newsletter Calendar** Date of Event \_\_\_\_\_ Time \_\_\_\_\_

Name of Event \_\_\_\_\_

**ANNOUNCEMENT:** (Please fill in and email to [secretary@firsthuntley.org](mailto:secretary@firsthuntley.org))

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**NEWSLETTER DEADLINE: 20th of Every Month**

To ensure that your announcements are included in the newsletter and calendar, please complete this FORM and return by email, as only information received by the deadline will be included in the current issue.

YOUR HELP IS GREATLY APPRECIATED! THANK YOU!