

**SCC Ministry Event Advertising**

NAME \_\_\_\_\_ PHONE \_\_\_\_\_

MINISTRY \_\_\_\_\_

EVENT TITLE \_\_\_\_\_

EVENT DATE \_\_\_\_\_

EVENT TIME \_\_\_\_\_

EVENT LOCATION \_\_\_\_\_

DESCRIPTION OF EVENT \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Be sure you find a way of creating excitement to draw people to your event. Please bring all visual elements you will be submitting for advertisement:

***Pictures (hard copy format or digital format)***

\_\_\_\_\_

***Clip Art***

\_\_\_\_\_

***Logos***

\_\_\_\_\_

***Video Clips (DVD or Quicktime)***

\_\_\_\_\_

Chose one:      Script                      Voice Over                      Live Narration

\*\*\* Be sure to include all visual aids necessary for your event advertising\*\*\*

As a courtesy and to allow proper production time please submit request a minimum of 4 weeks prior to "presentation date". Minimum 6 weeks prior to the event.

Southtowns Christian Center  
Phone (716) 627-2183 Fax (716) 627-2336

Rev 3/09