



Event Media Form for Minnehaha UMC

Please fill out this form so that Heather and the Communications committee can help you promote your event.

I would like my event promoted on the church's:

- Website Bulletin Newsletter E-News Facebook/Instagram

EVENT DESCRIPTION: We need a text description for each event. Include **what** the event is, **when** it takes place (month, date and time), **where** it will take place, **why** it's happening (is this a fundraiser? who will it support?), the **cost** of the event, if there is one, and **how** to pay and get there (if needed).

EVENT DESCRIPTION GOES IN THIS BOX:

HERE'S A SAMPLE DESCRIPTION: ALL-CHURCH FUNDRAISER AND DINNER ON NOV. 2: Come to the all-church Harvest Dinner and Variety Show fundraiser at Minnehaha UMC on Saturday, Nov. 2! It starts with a talent show at 4:30 p.m. Dinner is at 5:30 p.m. The main course is beef brisket or eggplant lasagna. Plus squash-carrot soup, macaroni & cheese, cornbread and dessert. And it's all gluten-free! Tickets are \$30 for adults, \$15 for children ages 12 and under, with \$100 cap per family. Click here to pre-pay for tickets (put "Harvest" in the memo line).

I am submitting an image or photo with this request

ADD ADDITIONAL INFO/NOTES HERE:

Your Name: _____

Your Group/Committee: _____

Your Contact Info: _____