



Exalting Christ | Equipping Believers | Embracing Community

## Greater Mount Calvary Holy Church Announcement Request Form

**Please adhere to the Announcement Page Submission deadline  
schedule when submitting announcements.  
Thank you.**

Requested by: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Ministry/Department: \_\_\_\_\_ Phone#: \_\_\_\_\_

Email Address: \_\_\_\_\_

Scheduling Department  
Confirmation Number  
(if applicable). \_\_\_\_\_

Requested Information to Print  
(250 Characters Maximum)

Media Office Use Only

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Instructions: \_\_\_\_\_