

Request for Bulletin Article

Before filling out, please note the following information:

- * Submit article by Monday at 9:00 am for the following week's bulletin – earlier is better!
- * If there is a need for the parish office to receive bulletin articles earlier than the Sunday before the publication date, it will be announced in the bulletin at least 2 weeks in advance. Please watch for that information.
- * Contact the parish office 2 weeks in advance for a full-page insert.
- * Please note that articles may not necessarily be published in their entirety or the number of times requested.
- * Drop article or insert at parish office or in collection basket or in mailbox outside of the parish office.
- * Article should be brief (who, what, when, where).

Submitted by _____

Day Time Phone # _____

Today's Date _____

Date(s) requested (*will be published depending on availability of space & approval*)

Print article below: