

**LIFE ON LIFE COMMUNICATION FORM
2016-2017**

Submit this form to the back leadership table **two weeks prior** to the desired announcement date. If you have any supporting documentation (flyer, website, bulletin) please **attach it to this form.**

After review, someone from the leadership team will be in touch to inform you if your announcement was approved or if we need more information. Please **allow 5-7 business days** for a response.

NAME: _____

CONTACT NUMBER: _____

EMAIL: _____

<p>ANNOUNCEMENT</p> <p>Requested Date: _____ Is this an OCBF Event: Y/N</p> <p>Name of Event: _____</p>						
<p>NEWSLETTER SUBMISSION</p> <p>Please Check One:</p> <table style="width: 100%; border: none;"><tr><td style="width: 33%;"><input type="checkbox"/> Recipe</td><td style="width: 33%;"><input type="checkbox"/> Testimony</td><td style="width: 33%;"><input type="checkbox"/> Community News</td></tr><tr><td><input type="checkbox"/> Craft/How- to</td><td><input type="checkbox"/> Creative Writing</td><td><input type="checkbox"/> Other</td></tr></table>	<input type="checkbox"/> Recipe	<input type="checkbox"/> Testimony	<input type="checkbox"/> Community News	<input type="checkbox"/> Craft/How- to	<input type="checkbox"/> Creative Writing	<input type="checkbox"/> Other
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<input type="checkbox"/> Craft/How- to	<input type="checkbox"/> Creative Writing	<input type="checkbox"/> Other				
<p>SPECIAL FEATURE/WORKSHOP SUBMISSION</p> <p><input type="checkbox"/> Special Feature (10-15 mins during Bible study)</p> <p><input type="checkbox"/> Workshop (30 -45 mins after Bible study)</p>						

FOR LEADERSHIP TEAM USE ONLY **APPROVED** **NOT APPROVED**

REASON: _____

SIGNATURE: _____ **DATE** _____

