

# ST. ANTHONY DE PADUA BULLETIN PUBLICATION REQUEST BULLETIN DATES \_\_\_\_\_

**PLEASE PRINT ALL MATERIAL NEEDED TO BE PUBLISHED IN BULLETIN**

Announcements for the bulletin must be submitted by noon **ONE MONDAY PRIOR** to requested published date in order to meet editors deadline. (material needs to be typed, inserted, proof-read, verified, and approved prior to submitting to publishing company)

**Ministry Name &  
Contact Person  
Name & Phone #:** \_\_\_\_\_

**What is  
happening? :** \_\_\_\_\_

**When?  
DATE & TIME :** \_\_\_\_\_

**Where ?:  
LOCATION**

**please  
circle:**

FFC CL # \_\_\_\_\_ Banquet Hall -- Parlor -- Tiled Area

**Has your reservation of the facility of your meeting / event been approved by the Secretary (Rita Mungia) or Hall Manager (Yvonne Barloco)? PLEASE BE SURE TO HAVE YOUR MEETING LOCATION RESERVED THIS ADVERTISEMENT WILL NOT BOOK YOUR RESERVATION!!!**

**Bulletin  
Advertisement:** \_\_\_\_\_

(please PRINT clearly)

---

---

---

---

---

---

---

---

Requested by: \_\_\_\_\_

Date: \_\_\_\_\_

Received by: \_\_\_\_\_

Date: \_\_\_\_\_