

Complete and E-Mail this form to promotion@ermuc.ca at least 2 weeks prior to the event.
If Audio/Visual support is required for an event, the team needs AT LEAST 2 weeks' notice.

For the Church bulletin, deadline is on Tuesday for Sunday Tidings.

[Tanya Bax, Paul Carl, Mel Hazell, Glenn Owen, Craig Pettis, Paul Van Nest]

REQUEST FOR ADVERTISING		
Committee Name		
Contact Person		
Telephone & E-mail	(613)	
Title of the Event		
Day/Date		
Starting Time		
Duration		
Location		
Cost		
Description:		
Please Advertise in:	Check for 'Yes'	Action Person
Tidings		Tanya
Web Page		Paul VN, Craig
Whig-Standard (free)		Mel: backup Craig
Kingston-This-Week (free)		Mel: backup Craig
Radio/TV (free)		Mel: backup, Craig
Other Churches		Mel: backup Tanya
Church Road Sign (free)		Glenn
Rent Road Sign – how long?		Glenn
Audio/Visual support	At least 2 weeks' notice	Paul Carl

Note:

If the road sign is to be rented, the cost will be charged back to the Committee's Account.