Bulletin Announcement Request

St. Mother Teresa of Calcutta Catholic Church

(951) 325-7707

Request **MUST** be turned 2 weeks prior to the date requested for publication.
Request will be printed in bulletin as space permits.
We reserve the right to edit/delay any request as needed
Please return completed form to Gladys Hall; e-mail to
ghall @smtoc.church, fax to (951)325-2306 or bring to parish office.

Submitted By:_____ Date:_____

Ministry/Organization:_____ Telephone:_____

Email:_____

To be printed in: **English** **Spanish** **Both**

Date/s Requested:_____

(3 WEEKS MAXIMUM)

Publication as follows (please print clearly) or see **ATTACHED FLYER**

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Office Use Only

Date Received:_____ by: Drop-Off Fax Email

Received by:_____

Approved by:_____

Notes:_____

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