



Pulpit Announcement Request
St. Mother Teresa of Calcutta Catholic Church

(951) 325-7707

Request **MUST** be turned in by Wednesday prior to the weekend it is to be announced

We reserve the right to edit/delay any request as needed.

Please return completed form to Ann Berkshire:
email to: aberkshire@smtoc.church , fax to (951)325-2306,
or bring to parish office.

Submitted By: _____

Date: _____

Ministry/Organization: _____

Telephone: _____

Email: _____

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

Date/s Requested: _____

(2 WEEKS MAXIMUM)

Announcement as follows (please print clearly):

Office Use Only

Date Received: _____ by: Drop-Off Fax Email

Received by: _____

Approved by: _____

Notes: _____

