

## Calendar Date Request/Change

Event is not approved until you receive an email from the church office. We will check the calendar, at staff Monday morning, and make sure dates/facilities are available and then contact you.

**Your Name** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**Phone Number** \_\_\_\_\_

**Preferred Method of Contact**

Email Me

Call me

**Name of Event** \_\_\_\_\_

**Date/Time** \_\_\_\_\_

**NEW**

**CHANGE**

**Location**

Overby Library

Overby Conference Room

Parking Lot

Living Room

Youth Center

Parish Hall