

Church-wide Announcements

for inclusion in the Bulletin and Mid-week Update

- Requests for written announcements to be published in Church documents must:
 - Be submitted in writing (with spell check) to the Church Admin either in person or via email (office@fmcmhnc.org), **NLT 2 weeks before** the event.
 - .DOCX, .PPT, .PDF, .JPEG or .GIF files are acceptable
 - Phone calls cannot be accepted for routine announcements.
- Written requests should contain the minimum information:
 - Who, What, When, Where and Why
 - Contact info for the person or group making the submission