

Promotion Table Request

Name: _____

Phone number: _____

Date of request: _____

Promotion dates requested: _____

Ministry/event being promoted: _____

Tear on line above & put top half in Abby's box

Promotion Table Regulations

1. Must tell Abby Lundberg at least two weeks in advance. The earlier in advance the better because we will only be allowing two promotional tables in the lobby on a Sunday.
2. You must have a clear graphic/sign for your ministry and or event. It will have to be printed out on a 11 by 17 page and then put into the frame provided.
3. The table must be manned from 8:40-9:10am 10:10-10:55am, and 11:55am- 12:15pm.

Set Up/Tear Down:

You must have a designated person to do this. Tables need to be set by and ready to go by no later than 8:40am. Tear down may begin at 12:15pm make sure to take everything off your table besides the empty picture frame (unless told otherwise).