

First Presbyterian Church, Whiteville, NC

Email/Social Media Request Form

Person Requesting: \_\_\_\_\_ phone: \_\_\_\_\_

Committee Requesting (may require authorization) :

\_\_\_\_\_

Subject of Listing:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Date of Listing: \_\_\_\_\_ Time: \_\_\_\_\_

Date(s) to be sent out or applied online: \_\_\_\_\_ Time: \_\_\_\_\_

Forms of Media Requested (check all that apply):

\_\_\_\_\_ Blast Email to all          \_\_\_\_\_ Facebook Post          \_\_\_\_\_ Text Message

\_\_\_\_\_ Church Website(Blog)          \_\_\_\_\_ Church Events Calendar          \_\_\_\_\_ Newsletter

\_\_\_\_\_ Bulletin          \_\_\_\_\_ Newspaper

\_\_\_\_\_ Email to select group (list addresses or names of people):

\_\_\_\_\_

\_\_\_\_\_

Please write here what you would like posted or distributed:

\_\_\_\_\_

\_\_\_\_\_ Would you like a hard copy flyer made and distributed? (Locations):

\_\_\_\_\_

For best results, please submit form no less than 7 days before event. Contact [karen@fpcwhiteville.org](mailto:karen@fpcwhiteville.org) for more information.