

Request for Publicity

Please assist the Publicity Committee by completing this form as thoroughly as possible. For a specific event or occasion, complete Section A. For publicity about an on-going program or project, complete Section B. [Information should be submitted to the Publicity Committee, Kathy Cramer, Colleen Labosky, or to the Church Office, no later than 4 weeks prior to the event/occasion.](#)

Name of

Event: _____

Date/Time of

Event: _____

Location of

Event: _____

Event Chairperson/Contact:

Chair/Contact Phone: (day) _____ (evening) _____

A. Event Details: (ticket price, how to purchase tickets, specifics of event, rsvp deadline, etc.)

B. If you have an idea for a story about a project or on-going program at All Saints', please provide details below:

Submitted by: _____ Phone: _____

Kathy Cramer – kramer@lourdes.com; Colleen Labosky - CLabosky@stny.rr.com

Church Office- allsaintsjcny@aol.com (607) 797-3354