

**Jamaica Seventh-day Adventist Church  
Event and Budget Request**

**REQUEST FORM**

1 DEPARTMENT:

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2 EVENT:

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3 DATE REQUESTED:

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4 SPEAKER REQUESTED:

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5 PERSON RESPONSIBLE:

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6 DATE TO BEGIN ADVERTISING IN BULLETIN:

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7 COST OF EVENT:

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8 OBJECTIVE:

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9 TODAY'S DATE:

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10 COMMENTS OR OTHER INFORMATION:

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Please give to Pastor or Clerk