

CANAAN

Missionary Baptist Church

CMBC MINISTRY EVENT PLANNING FORM 2010

MINISTRY NAME: _____

MINISTRY LEADER: _____

NAME OF AND/OR TYPE OF EVENT: _____

4 Key Questions to Ask When Planning Our Event:

1. Will our event help people learn about Jesus?
2. Will our event invite or encourage people to worship The **LORD** in morning service and in their daily lives?
3. Will our event promote or encourage people to join a ministry team or small group?
4. Will our event promote or help people to share The gospel with others or give them the opportunity to do so?

Proposed date for our event: _____ Location for our event: _____

Is there a "target group" for our event? (Example: children, youth, men, women, couples, etc.)

- Yes
 No

If yes, what group are you targeting?: _____

Proposed cost for our event: \$_____ Please attach any appropriate quotes, pending contracts, etc. for your event.

Will our event pay for itself? Example- If we're hosting transportation, continental breakfast and lunch at our event will the registration fee cover all of these costs?

- Yes
 No

If no, how much what is the difference in dollar amount you will need to have your event? \$_____

Please use the opposite side of this sheet for any additional information you need to provide.

NOTE: Please complete this form and turn it in to our church administrator no later than 30 days prior to the event you are having. Please contact our church administrator, the trustee member assigned to your ministry or Pastor Fort with any other questions you may have.



