



ST. PETER THE APOSTLE

CATHOLIC CHURCH
LIBERTYTOWN, MD



Publicity Request Form

Please complete this form and forward to Communications@stpeter-libertytown.org for approval and action. Large events require more lead time, four to six months is preferred. Be as detailed as possible with your information.

Name of the Event:	
When -- date(s) and time(s):	Where -- Example: St. Peter Church, Sappington Hall:
<input type="checkbox"/> Event open to parish and public <input type="checkbox"/> Parish only event <input type="checkbox"/> Area parish visibility	
Detailed description of the event:	
Committee/organization sponsoring event:	
Point of contact --with phone and email address:	
Other information regarding the event:	
Is there a charge for the event? <input type="checkbox"/> YES <input type="checkbox"/> NO	
Kids:	Adults: Family rate: Other:

Marketing options (free)

- Frederick News-Post (free listing)
 Gazette
 Catholic Review
 Radio PSA
 Mt. Airy Messenger & Calendar of events
 Carroll County Times
 St. Peter's bulletin
 Local parish bulletins
 Local Catholic school bulletins
 Twitter
 Parish Facebook
 Parish email blast
 Create event flyer/graphics

We have a budget to use for paid advertising: Check if yes

Budget: Radio Newspaper Other: _____