



# ST. PETER THE APOSTLE

CATHOLIC CHURCH  
LIBERTYTOWN, MD



## Publicity Request Form

Please complete this form and forward to [Communications@stpeter-libertytown.org](mailto: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.

<b>Name of the Event:</b>	
<b>When</b> -- date(s) and time(s):	<b>Where</b> -- 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	
<b>Detailed description of the event:</b>	
<b>Committee/organization sponsoring event:</b>	
<b>Point of contact</b> --with phone and email address:	
<b>Other information regarding the event:</b>	
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: \_\_\_\_\_