



# TRUE LIGHT MISSIONARY BAPTIST CHURCH

## Church Sign Request Form

Anthony F. Halley II, *Senior Pastor*

*Anthony F. Halley, II Pastor*

Please complete this form for a custom message to display on the Church Sign. If you have any questions, please contact the Church Secretary at 713.861.8437 or email [ljohnson@truelightmbc.org](mailto:ljohnson@truelightmbc.org).

All requests are due no later than 12pm (noon), the Friday prior to the week the message will be displayed.

Upon review/approval, you will receive a confirmation email detailing your request.

Please write clearly and do not use pencil.

Leading Ministry: \_\_\_\_\_

Ministry Leader: \_\_\_\_\_

Phone: (\_\_\_\_\_) \_\_\_\_\_ -- \_\_\_\_\_

Email: \_\_\_\_\_ @ \_\_\_\_\_

Date of Message: \_\_\_\_/\_\_\_\_/\_\_\_\_ (please provide a Monday start date.)

Message:

SUNDAY SERVICE 10:15 AM

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**FOR OFFICE USE ONLY:**

Date Received: \_\_\_\_\_ Date Approved: \_\_\_\_\_ Approved By: \_\_\_\_\_

Ministry Leader Notified: \_\_\_\_\_ Email Confirmation Sent: \_\_\_\_\_

Upon review and approval/denial, please forward all information to the Facilities Superintendent. Provide Ministry Leader with an email confirmation detailing event and support. Upon completion of all items; sign, date, copy, and file.

\_\_\_\_\_  
Church Secretary

\_\_\_\_\_  
Date