



# Methodist Church St. Kitts Circuit Media Request Form



## Requestor Information

Congregation/Organization: \_\_\_\_\_

Contact Person(s): \_\_\_\_\_

Contact Number: \_\_\_\_\_ Contact Email: \_\_\_\_\_

## Event Information

Name of Event: \_\_\_\_\_

Event Type:  Circuit  Congregational  Personal

Event Date: \_\_\_\_\_ Event Start Time: \_\_\_\_\_

Event Location: \_\_\_\_\_

Event Description: \_\_\_\_\_

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## Requested Resources

<input type="checkbox"/> Live Video Streaming	<input type="checkbox"/> Photography Only
<input type="checkbox"/> Live Audio Only Streaming	<input type="checkbox"/> Flyer Creation
<input type="checkbox"/> Video Recording	<input type="checkbox"/> Zoom Conferencing
<input type="checkbox"/> Audio Only Recording	<input type="checkbox"/> Onsite Audio

Please complete and return this form to [media@skmethodist.org](mailto:media@skmethodist.org) at least 14 days prior to your event.

Please ensure that all required information is provided to reduce delays in considering your request.

Your request is not approved until you have received confirmation. Final approval for all events is at the discretion of the Media Team, the Organizations & Education Committee, and the Superintendent Minister.