



Request for Additional Collection/Donation

Organization/Committee

Organization/Committee Name _____

Contact Person (person requesting) _____

Contact Person Home/Cell Phone Number _____

Contact Person Email Address _____

Request

Are you requesting:

_____ Present Before Mass Announcements

_____ Special Collection

_____ Table for Display/Selling in the Gathering Space

What is your request for?

How will this benefit the Parish, the organization or the community?

Date(s) you are requesting? _____

Time(s) you are requesting? _____

If approved will this request require a bulletin article? Yes__ No__

If approved will this request require a bulletin insert? Yes__ No__

If you answered “yes” to either of these questions, you would need to complete a request which can be found on the Ss. Peter & Paul website. You will only be allowed a bulletin article or bulletin insert. You can not request both.

All requests **MUST BE** submitted five weeks prior to your request date.

Parish Office Documentation:

Date Received_____

Received By_____

Approved By_____

Name of Person Who Was Contacted_____

If Not Approved, Reason
