**WTIU Flyer Format and Order Sheet**

**Who: Who is giving said event?**

**What:  What is the title of said event?**

**When:  What is the date and times of event?**

**Where:  Where is this event being held?**

**Why:  If there is a special reason?**

**Colors:  Do you have set colors or symbols you want?\***

**Cost:  Is there a cost?**

**Contact Information: Name, phone number and/or email**

**Speakers:  Is there a keynote speaker?**

**Pictures:  If there a keynote speaker, psalmist, choir, special guest please supply.**

**Details:  Is there any specific details that people would need to know, food, dancing, etc.**

\*Please email pictures, logos, symbols, etc along with this form to shellsmason@gmail.com

Cost to all WTIU Branches is **$10.00** for simple flyer **$15.00** for complex flyer \*\*50% off

**One draft, one revision, and then final**. Each revision after that is $5.00 each. Allow 3-5 days for final flyer.

Make payment at denisaburns/wix.com/geministries go to A.S.B.S link scroll down and click on Bountiful Blessing Paypal Link. **Payment due no later than day after the event.**