

**THE PHILADELPHIA AREA EPISCOPAL OFFICE
OF THE UNITED METHODIST CHURCH
P.O. Box 820
Valley Forge, PA 19482-0820
610-666-1442**

**Request for Speaking Engagement
And Checklist for 2012-2013**

*Please complete all applicable information and email to abotti@epaumc.org or fax to 610-666-9181.
The Bishop's calendar is booked usually 8 months in advance
so please submit this form as soon as possible.
(Please note that Bishop Johnson may bring a deacon with her.)*

Date _____ Time(s) of service(s) _____

Church Name _____

Pastor/Contact Name and Cell No. _____

Church/Venue Address (gps friendly and please specify any "unique" landmarks) _____

Type of service (anniversary, building dedication, etc. – please explain in detail) _____

Wear robes? Yes No Color of stole, if needed _____

Will there be communion? Yes No

Additional comments about expectations for the bishop's visit (check applicable)

You would like for her to:

Preach _____

Bringing greetings _____

Devotions _____ (how many minutes? _____)

Meal afterwards _____

Baptism _____

Other _____ (please explain in detail)