



Sixth Mount Zion Baptist Church

14 West Duval Street
Richmond, VA 23220

Church Office: 804-648-7511 ~ Pastor's Study: 804-643-6303 ~ Fax: 804-648-0904 ~ Website: www.smzbc.org

Preaching Engagement Request

Date Request Received:

Date Requested:

Time:

Event:

Church/Group:

Pastor/President:

Address:

Contact Person:

Contact Person Phone:

Contact Person Email:

Conflicts with Church Calendar? Yes No

If yes, explain:

Requests:

Pastor Choir Ushers Dance/Mime Church

If the Music Ministry is asked to accompany Pastor Nelson, find out about the following:

Piano Keyboard Drums Amplifier

Per Pastor Nelson, this engagement is: Approved
 Not Approved

Date of decision:

For Office Use Only:

On Pastor's Calendar On Church Calendar Directions to location printed
Copies given to: Pastor Church Business Administrator Music Coordinator Transportation
 Ushers Ministry