**Production 1 (P1) Submission Form**

The following items will need to be submitted to Impact’s Creative Director by the Print Checklist Deadline:

1. Church’s recognized name, address, and mailing permit number

2. Senior Minister’s letter for the project newsletter

3. Project purpose (see attached samples)

4. Calendar of events *(Fill in with your information. Check and double check correct dates. Make sure you include your theme name.):*

{Insert Date from Calendar}

FOR SUN AM VISION GATHERING:

During this special service you’ll learn more about our Project and (Insert Campaign Theme) and the importance of church-wide prayer as we move forward. No financial commitments will be asked for or received on this day.

or

FOR SMALL GROUP VISION GATHERING:

The purpose of these meetings is to share information, answer any questions, and to encourage you to make this a priority in your daily prayers. Please know that your participation in a Vision Gathering is very important and that no commitments will be taken at these meetings.

{Insert Date from Calendar}

EARLY COMMITMENT

This is an opportunity for our church leaders to gather, learn about different giving options and commit early to the campaign. If you are interested in making an early commitment and would like to be included in this leadership dinner, please contact the church office.

{Insert Date from Calendar}

COMMITMENT SUNDAY

Join us for this exciting day of worship as we make our commitments to the (Insert Campaign Theme) Project.

{Insert Date from Calendar}

CELEBRATION SUNDAY

Gather with us as we praise and worship God on this special day of celebration! We will receive our “first fruits” offering for the 3-year giving period.

5. Scripture(s) providing the basis of the vision and/or theme.

6.Images to include with P1

* Senior Minister’s photo
* Senior Minister’s signature
* Recent photos of church activities, 5-10 photos   
  (*worship, outreach, Sunday school, etc.)*
* Project purpose photos *(renderings, floor plans, etc.)*