

Preschool & Children's Ministry

RESOURCE REQUEST FORM... Date submitted _____ Date needed _____

Fill out this form "at least one week in advance" of supply need and submit to our Resource Room Request bin on the wall outside the Resource Room door.

Name _____ Room# _____ Phone # _____

Department requesting materials: check one of the following...

- Sunday School
- Awana
- MMO
- Worship Care
- Childcare

Items requested:

- ✓ This is a "time sensitive form". Your promptness in making the request, and patience is most critical. If your supplies cannot be located the Resource Room Coordinator will contact you. As always, flexibility is of the utmost importance in working with children. Staying ahead of your needs will give us the greatest opportunity to help you meet them. Thank you for your continued service and support.