MIDSOUTH DISTRICT

SDMI EVENT PLAN

1. Name of Event \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

2. Mission/Purpose of Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

3. Location of Event\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Planned Location for next year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Planned Location for 2 years: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Under which ministry: Adult\_\_\_\_ Children’s\_\_\_\_

5. Date of Event this year \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Planning Date for next year: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Planning Date for 2 years: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

6. Director’s Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

7. Prayer team: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

8. Speaker’s Name(s):\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Planned Speaker for next year:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Planned Speaker for 2 years: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. Budget Amount \_\_\_\_\_\_\_\_\_\_\_\_\_

10. Estimated Attendance \_\_\_\_\_\_\_\_\_\_\_\_\_\_

11. Charge(if any)for event to attendees: \_\_\_\_\_\_\_\_\_\_\_

 Please Attach the Breakdown of your Budget/Planned spending for this year