

St. John Baptist Church

8131 Roxbury Road
Charles City, VA 23030
(804) 829-9196
Sj-bc@hotmail.com
www.stjbc.com

Guest Speaker Approval Form

The person requesting participation of a guest speaker must complete this form and submit it to the pastor at least **three (3) months prior** to the visit by the guest speaker.

The Pastor will call the potential speaker and extend an invitation if approved.

Name: _____ Date of Request: _____

Ministry/Committee: _____

Date of Program: _____

Proposed Speaker's Name: _____

Phone Number: _____

Address: _____

Is He/She an Ordained Minister: Yes ☐ No ☐

_____ Approval Granted

_____ Approval Denied

Pastor or Designee's Signature/Date

Internal Use

Date received _____ Date Contacted _____

Date given to Clerk _____ Confirmation Letter Sent _____ Response _____