

**FIRST BAPTIST CHURCH OF ASHLAND
MINISTRY EVENT REPORT FORM**

(PLEASE RETURN FORM TO CHURCH LIFE COMMISSION BOX IN CHURCH OFFICE)

EVENT DESCRIPTION:

DATE OF EVENT:

TIME:

LOCATION:

EVENT REPORT

PEOPLE INVOLVED:

EXAMPLE: 5 STAFF, 23 CHILDREN, 4 PARENTS, ETC.

DESCRIBE EVENT:

EXAMPLE: SCHEDULE, WHAT TOOK PLACE, WHAT DID YOU TEACH, RESPONSE FROM PARTICIPANTS (DID ANYONE ACCEPT CHRIST, RECOMMITMENT, GROWTH SEEN, ETC.), HOW DID YOU SEE GOD AT WORK?

EVALUATE:

EXAMPLE: WHAT WENT WELL, WHAT COULD BE IMPROVED, WOULD YOU DO IT AGAIN, WHAT PURPOSE DID THE EVENT FULFILL (WORSHIP, FELLOWSHIP, DISCIPLESHIP, MINISTRY, EVANGELISM), DID THIS EVENT FULFILL ITS PURPOSE?

OTHER CONCERNS, COMMENTS, IDEAS:

BUDGET:

WHAT FUNDS WERE PAID BY PARTICIPANTS, WHAT BUDGET FUNDS, DESIGNATED FUNDS, SCHOLARSHIP FUNDS WERE USED?

MINISTRY HEAD:

TELEPHONE #