

The Church of the Angels
Chesterland, Ohio

Church Speaker Information Form

Please complete (add space as needed), rename file with your name in the file name, save, and return to Speaker Coordinator Dave Munson (dkmunson1218@gmail.com) and Dianne Munson (munson.dianne@gmail.com) as an email attachment. Information provided will be used for promotional materials (e.g., the church newsletter) and to introduce you at the Sunday service. Please refer to the *Speaker Guidelines* included below.

Please note: All speakers are asked to leave politics and any politically charged topics outside of our gatherings. This is to promote spiritual unity.

Thank you once again for your willingness to serve Spirit and the church congregation.

Invited to speak at The Church of the Angels by _____

.....
Name and title (if appropriate) of speaker:

Preferred phone number:

Email address:

Preferred/agreed upon date:
.....

REQUIRED INFORMATION:

- 1) Your bio (50 words or so that describe your background)
- 2) Presentation title:
- 3) Summary of talk content (suggest 50 words or so - use additional space if necessary)

I authorize The Church of the Angels to use my name and information on the church website and Facebook page for purposes of promoting my presentation. **(check one)**

_____ YES _____ NO

I understand that the church offers a \$25.00 stipend. **(check one)**

_____ I will accept the stipend. _____ Please donate the stipend to the church

.....
SIGNATURE _____

DATE _____

THE CHURCH OF THE ANGELS SPEAKER GUIDELINES

- 1) **To Participate:** Potential speakers need to schedule their talk with the Speaker Coordinator and provide their full name, contact phone number, email address, agreed upon date and location, title of presentation, biographical sketch, and theme of the talk. A form is provided for this information.
- 2) **Presentation Outline:** Speakers should inform the coordinator of their topic by completing the Speaker Information Form and emailing it back at the earliest convenience to allow for appropriate publicity. Speakers are encouraged to enlighten through their ideas. Talks must be concise, focused, and have a single theme. Speakers may make a brief mention of other services they have to offer in support of their topic, but the talk must not focus on products or services.
- 3) **Arrival Time:** Arrive at the church at least 15 minutes before the start of the 11:00 a.m. service.

STIPEND: \$25.00 will be offered as a stipend if the above points are satisfied.

In addition, please abide by the following:

- 1) **Religious References:** References to scripture or religious beliefs are acceptable as long as it is clear the information being presented is for the purpose of enlightenment, and not as The Church of the Angels doctrine. All talks based on spiritual practices, history, or theory must be clearly and accurately presented.
- 2) **Use of Printed or Published Material:** The talk should represent the presenter's own perspectives, insights and material. Quoting or reading previously published material can only be used as reference material or to strengthen the speaker's point and must be identified as such. A talk comprised of a majority of quoted material is not acceptable. Exceptions will be considered on a case-by-case basis. Music used during the talk must be limited to 3 to 5 minutes and must be approved.
- 3) **Special Music:** Music for just prior to the talk that has not been planned by the facilitator must be requested of the music coordinator two weeks before the service.
- 4) **Time Limits:** Talks should range from a minimum of 20 minutes to a maximum of 25 minutes.
- 5) **Dress Code:** Speakers must have a neat and clean appearance, with clothing that will not detract from the talk being given. Clothes, make-up, jewelry, and items that are not appropriate for a church setting are not acceptable.
- 6) **Spiritual Messages:** If the speaker is also a medium, he/she may ask the facilitator if he/she may serve Spirit as a spiritual message bearer during the service.