

APPRECIATION



 **Willingdon Church**

4812 Willingdon Ave., Burnaby BC V5G 3H6

Tel: 604-435-5544



FREE BULLETIN TEMPLATE INSTRUCTIONS

ORDER OF SERVICE

- **Prelude** - Musician's Name OR use Christian background music
- **Welcome and Prayer** - Name of MC and/or Speaker
- **Hymn/Song** - Name of one or two Hymn and/or Contemporary Christian Song
- **Special Music** - Name of Presenter and Music/Song or Pre-recorded music/song)
- **Tribute/Eulogy** (Live or Pre-recorded) - Name of Presenter 1
- **Tribute/Eulogy** (Live or Pre-recorded) - Name of Presenter 2
- **Memorial Address** - Name of Pastor
- **Visual Tribute** - Slide or Video Presentation
- **Hymn/Song** - Name of One Hymn or Contemporary Christian Song
- **Announcements** - (Thank you, Reception & Donation)
- **Benediction** - Name of Pastor
- **Postlude** - Musician's Name OR use Christian background music

- 1) Please check with the church on copyrights on use of Christian background music if you decide to use them for the Prelude and Postlude.
- 2) For Hymn/Song - you can print the lyrics as a bulletin insert or display them on a screen in the service room at no cost. The Care Ministries can provide the lyrics if you require them. You will have to print the bulletin insert at your own expense.

INSTRUCTIONS

- **Photo size** on front page: 2.5" x 2.5".
- **Event Name:** In Loving Memory OR Celebration of Life.
- **Biography:** Ensure your text fits in the box.
- To remove or change the pre-typed information, Delete the text in the fillable box, and type in your information.
- **Print bulletin** on double sided letter size paper (8.5 x 11 in) in black and white or colour.