

PUBLICITY

Please arrange for this event to be mentioned in all local newsletters and parish magazines with your name, address and telephone number clearly listed. Also ensure that the event is announced at all possible church services, and at any meeting where you have the influence to get it included.

Please also display prominently the posters you will receive. (see below)

Please let the County Organiser Judith Kauntze know of any newsworthy stories such as an unusual entrant or group. Contact her by email: Judith.Kauntze@btinternet.com

The following are available to help you:

POSTERS (Form E)

Please add **your** name, address and phone number along with any other information you wish. Display them as widely and prominently as you can - persuade your fellow parishioners to do the same.

SPONSORSHIP FORMS (Form B)

Add **your** name, address, postcode and phone number - this is the only way participants will know who to return their forms and money to! Make sure that supporters complete their section - in particular, which church they wish to benefit from their efforts. Please ensure that Post Codes are included for all contributors.

Remember, this is a fundraising event for **your church** and the DHCT. We do not have a 'magic group of people' waiting to visit, you need to be pro-active in organising an event to encourage visitors and generate income.

WELCOME POSTERS

To be used as a register of participants as they arrive at your building, or to be displayed at the door in the event that the church is closed.

You will also receive a **Remittance Advice** (Form C) To be returned to Claire Sherlock, The Old Farmhouse, Hele Farm, Hennock Rd, Bovey Tracey TQ13 9PP with the sponsorship monies received from the participants.

PLEASE NOTE

Extra copies of the Poster, and copies of our Guide to Open Churches are available to download from our website. www.devonhistoricchurches.co.uk
Poster now - Churches Guide in August



Brief for Parish Organisers

also guidance for clubs and other groups

Here is your chance to help the Trust to help you. This enjoyable event raises vital funds towards the repair of our glorious Christian architectural heritage. Please ensure that all churches and chapels in your parish take part. Half the money raised comes straight back to you!

YOUR DEANERY REPRESENTATIVE
is listed on Form G

Or contact: Claire Sherlock
The Old Farmhouse, Hele Farm,
Hennock Rd, Bovey Tracey,
TQ13 9PP
Tel: 01626 835820
E mail:
contact@devonhistoricchurches.co.uk



DEVON HISTORIC CHURCHES TRUST

Charity Registration Number 265594

www.devonhistoricchurches.co.uk

INCORPORATING THE NATIONAL

