



Speaking Engagement Detail Form for:
Pastor Randolph Adams

Thank you for completing the pertinent information below. Please fax this form 30 days prior to the date of the event. Send the form to Deacon Eric Nelson or Elder Sabrina Penn at 410-655-7062 or email this form to: info@newcovenantlifeministry.org

Event Title/Type/Topic:	
Event Date(s):	
Event Time(s):	
Event Location:	
Pastor Randolph's Ministering Time: (e.g.; 1/2hr; 1hr; etc...)	
Pastor/Auxiliary Church Information:	
Dress Code Requirements:	
Theme Scripture:	
Theme or Focal Point:	
Theme Color(s)	
Contact person(s) and phone number(s):	
Transportation Information: <i>(Escort name, driving company, cell number, airport pickup location)</i>	
Hotel Information: <i>(Name, address, telephone, fax, confirmation #)</i>	