

Shiloh Baptist Church Announcement Process

All church announcements for the upcoming month are due eight weeks prior to the start of the event. All announcements should be submitted at www.shiloh-bc.org/announcement. The Communications and Marketing Department will be responsible for developing the graphics for these events, disseminating the information across our social media platforms, insertion into the bulletin, and all digital media.

The announcements should include the following:

- Name of event
- Date and time of event
- Location of event
- Who to contact for info (if applicable)
- Information about the event

* Any event that involves a speaker or outside participants will need to be submitted sixty days in advance to allow adequate time for marketing. **