



## Senior Pastor: Emanuel Cleaver III, D. Min.

5540 Wayne Ave • Kansas City, MO 64110 • 816-444-5588 • Fax: 816-333-6051

### Engagement Detail Form

#### (Pastor Emanuel Cleaver III, D. Min.)

Thank you for inviting Pastor Cleaver to share his gifts with you. For clarity and accuracy, please review and complete the information below. Please return this form at least 30 days prior to the event date. Forms can be emailed to the attention of **Tracy Milsap** at [tmilsap@sjumckc.org](mailto:tmilsap@sjumckc.org).

#### **Name of Event/Purpose:**

#### **Event Location:**

Location Name

Street Address Line 2

City

State / Province

Postal / Zip Code

#### **Audience:**

Clergy, laity, staff, combination, etc.)

#### **Expected Service:**

**Equipment Availability:**

(Internet, projector, screen, etc.)

**Pastor/Ministry Leader Church Information:**

**Dress Requirement:**

**Theme:**

(Focus, Scripture, color, liturgical season, etc.)

**Honorarium Amount:**

**Contact Person(s):**

First Name

**Contact Person(s):**

First Name      Last Name

**Flight Information:**

Please work out details with Tracy Milsap

**Ground Transportation Information:**

(Escort name, driving company, cell number, airport pickup location)

**Hotel Information:**

(Name, address, telephone, conf. #)

**Full Name \***

First Name      Last Name

**E-mail**

## Phone Number

Area Code

Phone Number

**Should additional questions, concerns or changes arise, please contact Tracy Milsap, Executive Assistant immediately at 816.802.8231. Thank you.**

[www.sjumckc.org](http://www.sjumckc.org) • sjumckcpaseo

Online Worship: Sunday 9:00 a.m. and 11:00 a.m.

Bible Study: Wednesday 7:00 p.m.

## Tags

Todo

In Progress

Done