

## **Invitation Committee**

This committee is responsible for designing, printing, and distribution of invitation cards for church members to use for inviting people to attend. They are also responsible for encouraging church members to invite their friends, family members, neighbors, co-workers, and acquaintances.

This committee will need to work closely with the Advertising Committee so the look and feel of the advertisements and invitations will be similar. That way if one person sees an advertisement and receives a printed invitation they will immediately know that they are for the same event.

Your invitations should be designed to fit on a 3" X 5" card or slightly larger. Make sure it includes the date, time, and location of the event. If the location is away from well used thoroughfares you may want to include a map or directions. If child care is being offered, check with the Child Care Committee to find out what ages of children will be accepted and be sure to mention that in the invitations. If transportation is being offered include the point of contact for making that arrangement. If refreshments or a meal is being offered include those details too.

You may want to mention that the program is based on a one-man quartet singing old hymns and telling some of the stories behind those hymns. Some people may be curious how one person can be a quartet and come to find out. Others may be drawn by the old hymns or by the stories behind them.

To encourage church members to invite people you may want to use frequent announcements in church services, bulletins, or newsletters. If you have creative people available you may ask them to create and perform some kind of skit.