

**31st Annual Synod Assembly
Northeastern Pennsylvania Synod, ELCA
June 8-9, 2018
Mohegan Sun Arena
Wilkes-Barre, PA**

MINISTRY DISPLAY REQUEST FORM

Deadline for requests: May 1, 2018: Ministry Displays will be set up on the concourse level of the Mohegan Sun Arena. We will try to accommodate everyone's request for space. Requests received after the deadline will be considered on a space available basis.

Email Address and Phone Number: We ask everyone requesting display space to provide a cell phone number and an email address for the contact person. Email will be our primary means of communication with you. We are also requesting an "Event Day cell phone number" in case we need to contact someone during the event.

Ministry Displays can only be accepted from the following: Congregations, Mission Districts, commissions, committees, task forces and teams of the Northeastern Pennsylvania Synod, agencies and institutions which are a direct outreach ministry of the ELCA and/or Northeastern Pennsylvania Synod, ELCA educational institutions and the Pennsylvania Council of Churches, Lutheran Fraternal benefit societies and the Augsburg Fortress Publishers (only group with permission to sell goods).

Note: Ministry Displays must be set up by **9:00 a.m. on Friday, June 8**. You may also bring them to the Arena on Thursday between **2:00 p.m. and 5:00 p.m.** Ministry Displays must be taken down within one hour of the assembly's close on **Saturday**,



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Name of Group/Team/Agency/Congregation Requesting Space:

Contact Person:

Address:

Telephone Number:

Email Address:

Event Day Cell Phone Number:

Theme: *Sharing Ministries – Building Relationships*. Describe how your ministry display will illustrate this theme.

Describe setup needs: Please indicate if you will need a table, number of chairs and any other needs. **(Please note that electrical supply is limited.) The Mohegan Sun Arena will provide tables & chairs but you must provide your own covers and skirting if desired.**

Return this completed form by May 1, 2018 to:
Jean Huber c/o Arndt's Lutheran Church
Assembly Ministry Display Request
1851 Arndt Rd, Easton, PA 18040-8147

Or email your completed form by May 1, 2018 to:
pastorjean@rcn.com
Questions: Contact Jean @ 610-253-3732