



# St. Mary's Catholic Church DONATION FOR CHURCH FLOWER ARRANGEMENTS

(Effective November 29, 2021)

Flower arrangements to adorn our church are available for purchase in honor or memory of a loved one or in celebration / thanksgiving for a special occasion. A **suggested minimum donation of \$30** is tax-deductible and, if so desired, the intention can be acknowledged in the corresponding Sunday bulletin. Size of the flower arrangement will be determined by the given donation, which **must be received in the church office at least two weeks prior to the chosen Sunday.**

Follow these instructions to request flower arrangements. Contact the church office if you have any questions.

1. Check the flower calendar next to the kitchen in the gathering area for available dates.
2. Select the desired Sunday and write your name on one of the spaces for that day.
3. After signing up on the flower calendar, complete this form.
4. For most Sundays, we only have one flower intention. For solemnities and special occasions, we may have up to three different intentions.
5. Bring the completed form to the church office during normal business hours or place it in the office afterhours drop-box located on the wall to the left of the church office door.
6. Donations can be brought or mailed to the church office. If the office is closed, place the donation inside an envelope marked with your name and flower intention, and insert it in the church afterhours drop-box. Donations may be given online through our parish website ([stmarysjc.org](http://stmarysjc.org)) by clicking on the "Give" tab. Specify in the comment line that the donation is for a flower arrangement and for what intention.

### PLEASE PRINT CLEARLY.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Flower Arrangement Intention: \_\_\_\_\_

Requested by: \_\_\_\_\_

Desired Sunday: \_\_\_\_\_

Was the donation given online?  Yes  No Date Given: \_\_\_\_\_

Do you want intention and requestor announced in the bulletin?  No  Both  Only intention

#### FOR OFFICE USE ONLY

Received by: \_\_\_\_\_ Date Received: \_\_\_\_\_

Amount \_\_\_\_\_  Cash  Check Check # \_\_\_\_\_ Receipt # \_\_\_\_\_

Original given to Bookkeeper.

Copy given to Communications Coordinator.

Copy given to Arts and Environment Committee Coordinator.