

CHURCH SUPPORT SERVICES AND FACILITIES USAGE

(CD) and (DVD) Recordings

Recordings of most services are available for purchase. To order, call the church office (407.869.0680) during office hours, check the slatboards in the East/West Lobby for the yellow order form to complete and turn in to the church office, or email mediaorders@forestlakechurch.org. (DVDs – \$10 / CDs – \$2)

Bulletin Announcements

Church bulletins are prepared and edited at the church office. If you have an announcement (ministry ads only) for the bulletin, please bring the printed copy to the church office by Tuesday at noon, or send it via email to lbutler@forestlakechurch.org, or via FAX to 407.862.4820.

Change of Address

Changes to your mailing address, phone number, or email address should be submitted to Nancy Skinner, Membership Coordinator.

Phone: 407.869.0680, Ext. 122

Email: nskinner@forestlakechurch.org

FAX: 407.862.4820

Address changes may also be submitted in writing by placing the written information in the offering plate during any of the church services.

Emergency Services

Needs for food and financial assistance should be directed to the counselors at the Community Service Gift and Thrift Store (407.869.1444), or to the Church Administrator, Roger Anderson (407.869.0680, Ext. 130).

Facilities Reservations

Reservations for room or building usage by church ministry and social groups, or for weddings and/or receptions of church family members, can be made by contacting Debbie Pinto at the church office (407.869.0680). Information about facilities usage policies and rental fees for weddings, receptions, or anniversary celebrations can be picked up at the church office during office hours. (Monday – Thursday, 8:30 a.m. – 4:00 p.m.)

Financial Records

My Pledges and Contributions statements detailing your contributions to the church during the previous year are mailed annually during January of each year.

Hospital Visitation

Please call the church office (407.869.0680) to tell the pastors if you learn of someone who is in the hospital. The pastors must rely on you to get this information, as privacy regulations prohibit them from getting information from hospitals regarding church members who have been hospitalized.

Lost and Found

Items that are inadvertently left at the church are left in the cabinet underneath the telephone in the East Lobby, or in the church office (407.869.0680). Please check there to re-claim lost items.

Posters and Bulletin Boards

The posting of any announcements or advertisements for upcoming events of interest to Forest Lake church members must be cleared by Roger Anderson, Church Administrator. Roger may be contacted at the church office (407.869.0680, Ext. 130), or via email (randerson@forestlakechurch.org) for permission and placement.

Sabbath School Classes

A variety of Adult Sabbath School classes focusing on in-depth Bible study and discussion meet on Sabbath mornings. All are welcome to visit and join any of these classes. A brochure describing each class can be obtained at the Welcome Center in either lobby, or by clicking on the link under Adult Sabbath School Classes. You can also check the church bulletin, or church website (www.forestlakechurch.org) for times and locations, or call Pastor Sabine Vatel (407.869.0680, Ext. 116) for more information about the classes.