

SAMPLE ONLY

Date: \_\_\_\_\_ *Catholic Church*

***Please Modify to suit your specific event***

<b><i>Request To Present</i></b>	<b>The ROYAL ROAD to HEAVEN</b> <b><i>A One Day Retreat with St. Teresa of Avila-</i></b> <b>Doctor of the Church, Mystic, Author, Reformer, Foundress</b>
<b><i>When</i></b>	<b><i>Saturday</i></b> January 6, 2018 if that works for the Parish
<b><i>Time</i></b>	9-4 pm
<b><i>Your Role as Host</i></b>	Participation only if you have the time and/or desire to
<b><i>Topics</i></b>	Prayer of Recollection & Supernatural Prayer
<b><i>Course Format</i></b>	A <b><i>Presentation</i></b> followed by a <b><i>Prayer Workshop</i></b> both in the Morning and Afternoon Closing with <b><i>Vespers</i></b>
<b><i>Who is Presenter</i></b>	
<b><i>Presenter will need</i></b>	A projector No WiFi needed.
<b><i>Origin of Course</i></b>	Teresian Prayer A book written by 2 French Carmelite Friars Translated by me into English For Publication by ICS Publications
<b><i>Cost</i></b>	\$10 per participant for materials
<b><i>Flyer</i></b>	Attached to email
<b><i>References</i></b>	Attached to email