

PR Committee  
**Web Site Approval Check List**

All additions to the web site must be requested via this form and signed and approved by Fr. Dom. Please allow ample time for Fr. Dom to review your request and pass along to the PR Committee for upload to the site.

Please use the following guide when requesting any addition to the web site:

**Committee/Group Name:** \_\_\_\_\_

**Contact Person**  
**Name** \_\_\_\_\_

**Phone/Email** \_\_\_\_\_

**Description of Proposed Web Site Additions/Changes:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please feel free to attach additional pages if needed.

Is this information to be placed on a new or existing page? \_\_\_\_\_

If existing page, which page? \_\_\_\_\_

Dates for information to run on web site: \_\_\_\_\_

\*\*\*\*\*

Date Submitted to Rectory: \_\_\_\_\_

Approved by: \_\_\_\_\_ Date Approved: \_\_\_\_\_