

**BRIDGEWATER COLLEGE**  
**Church Travel Team Request Form**  
(Please complete front & back of form)

**Contact Information:**

Church \_\_\_\_\_ District \_\_\_\_\_

Church Mailing Address \_\_\_\_\_

Church Phone \_\_\_\_\_ Email \_\_\_\_\_

Pastor \_\_\_\_\_

Pastor's Phone \_\_\_\_\_ Email \_\_\_\_\_

Contact Person (if other than pastor) \_\_\_\_\_

Contact Person's Phone \_\_\_\_\_ Email \_\_\_\_\_

Best time(s) to reach Contact Person \_\_\_\_\_

Church street address for MapQuest/GPS directions:

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

**In what capacity would you like our team to serve your congregation?**

\_\_\_\_ Sunday Worship

\_\_\_\_ Youth Event (describe) \_\_\_\_\_

\_\_\_\_ Sunday School. What class? \_\_\_\_\_ Average class attendance \_\_\_\_

Other \_\_\_\_\_

**Preferred dates for Church Travel Team visit:**

(Please not before Sunday, Sept. 18 and not on these Sundays that fall during our college breaks:  
October 9, November 27, December 18 & 25, January 1 & 29, and March 5 & 12)

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_ 4<sup>th</sup> \_\_\_\_\_

Sunday School time \_\_\_\_ Worship Time \_\_\_\_ Average worship attendance \_\_\_\_\_

**PLEASE TURN OVER**

## Worship Planning:

Does the church have Organ \_\_\_\_ Piano \_\_\_\_ Projector (to project songs on a screen) \_\_\_\_  
Does the church sound system have CD player \_\_\_\_ iPod connection \_\_\_\_

Which hymnal(s) does the church typically use?

The Brethren Hymnal (Red 1951) \_\_\_\_

Hymnal – A Worship Book (Blue 1992) \_\_\_\_

Other \_\_\_\_\_

**Please check here \_\_\_\_ if you would like the team to prepare and lead the entire service.**

\*Music leadership cannot be guaranteed but we will let you know if it can be arranged.

**If not the entire service, please check below the elements of the service you would like the team to prepare and lead:**

Prelude \_\_\_\_ Announcements \_\_\_\_ Call to Worship \_\_\_\_ Invocation Prayer \_\_\_\_

Children's Message \_\_\_\_ (if yes, average # of children \_\_\_\_) Joys & Concerns \_\_\_\_

Pastoral Prayer \_\_\_\_ Special Music \_\_\_\_ Scripture Reading(s) \_\_\_\_ Sermon \_\_\_\_

Offertory Statement \_\_\_\_ Offertory Music \_\_\_\_ Benediction \_\_\_\_ Postlude \_\_\_\_

Hymn accompaniment \_\_\_\_ Hymn leading \_\_\_\_

Other \_\_\_\_\_

**Please check below if your church would appreciate these less traditional forms of worship:**

Contemporary Music \_\_\_\_ Drama \_\_\_\_ Lyrical Dance \_\_\_\_

Is there any other information that would be helpful in planning an appropriate and meaningful service for your congregation? \_\_\_\_\_

## Other Details:

We ask that your church provide a meal for team members following the service. What arrangements will be made for this? \_\_\_\_\_

An order of worship will be sent to the church Contact Person by the Wednesday before the service unless you indicate here a specific date by which you will need it \_\_\_\_\_

If providing a financial contribution to help defray expenses of the Church Travel Team visit, please make the check payable to ***Bridgewater College*** with ***Church Travel Team*** on the memo line.

**Please include a Sunday bulletin from a typical service with this form and return to:**

Office of Spiritual Life  
Bridgewater College  
402 E. College Street  
Bridgewater, VA 22812