

# Dundas Street Centre United Church Policy Manual

## Section: E. Miscellaneous

### Title: **Protocols for Sunday Announcements**

Policy #: E-07

Approved/Amended: Apr. 9, 2008; Jan. 10, 2015

Referral Committee: Worship

The Dundas Street Centre United Church (DSCUC) bulletin is first and primarily a worship document. Announcements of a non-liturgical nature are accommodated as space allows. The priorities and protocols are as follows:

1. Announcements may run for no more than 4 consecutive weeks prior to an event.
2. Priority will be given to DSCUC events.
3. Outside announcements and inserts will be accommodated as space permits at the discretion of the worship leader.
  - 3.1 First priority will be given to DSCUC community partners.
  - 3.2 Second priority will be given to groups and activities in which one or more members of the congregation are involved.
  - 3.3 All other announcements will receive third priority.
4. All verbal announcements will be made from a microphone.