[Church Newsletter Name]

[Street Address, City, ST ZIP Code]

[Website] T: [Telephone]

When you click on any text the entire text will be highlighted so you can simply type in your own.

Many times this space might be used for an intro to the newsletter but you can use it for what you want.

[Main Article Heading Title]

[You can easily change the formatting of the selected text in the document by choosing a look for the selected text from the Quick Styles gallery on the Home tab. You can also format text directly by using the other controls on the Home tab. On the Insert tab, the galleries include that are designed to coordinate with the overall look of your document. You can use these galleries to insert tables, headers, footers, lists, cover pages, and other document.

On the Insert tab, the galleries include items that are designed to coordinate with the overall look of your document. You can use theses galleries to insert tables, headers, footers, lists, cover pages, and other document building blocks.
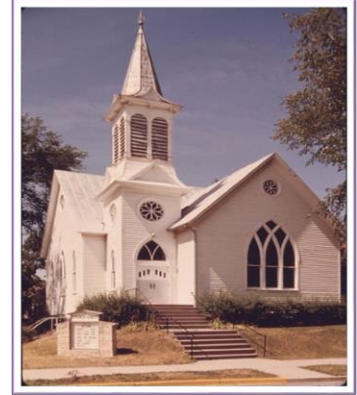
Welcome

Are you new?

Whether you're just visiting or looking to stay, it's great to have you with us. During your first month please join us in the [name of meeting place] to relax, enjoy some refreshments, find out more information about [Church Name] and get connected into the community.

What to Expect

The only thing we ask you to do is to relax. You're with people just like you. Whether you've been here many times or never been to church before, you can expect an encouraging and enlightening experience.

Upcoming Church Events

[Date]

[Event Name]

[Date]

[Event Name]

[Date]

[Event Name]

Important Church Announcements

[To replace a photo with your own, just right-click it and then choose Change Picture.]

More Important Church News

Paint a Picture

If you add pictures to other parts of your newsletter and want to match the cool, two-part border on the photo you see at the top of each page, just paint it!

Format Painter, on the Home tab of the ribbon, works for graphics just like it does for text. All you do is select a photo that contains the formatting you want, click Format Painter, then click the photo where you want to apply that format. Wasn't that fun?

Tables Aren't Just For Numbers

The shaded and bordered areas of this template are created using tables. In fact, when you add a table in this template, you'll get that formatting automatically.

On the Insert tab, click Table and you're on your way!

To make it even easier, after you click Table, choose Quick Tables and you'll see a sample table that's been formatted to match this template exactly.

A Quick Sidebar…

If you add another page, you can also add a new sidebar.

Just click in the first paragraph on the new page. Then, on the Insert tab of the ribbon, click Text Box to choose either of the sidebar layouts you see in this template.

Get Connected in…

Church Nursery (Birth 4 Yr)

Do you have children? We love the pleasure to minister to them while you're in the service. They will have a lot of fun! Go to the nursery located in the [nursery location] to register your child today.

Sunday School (Yr 5-12)

[You can add a description and key information here.]

Kidz Church (Yr 5-12)

[You can add a description and key information here.]

Youth Service (Yr 13-18)

[You can add a description and key information here.]

Contact Us

[Church Name]
[Church Address]
[Church Phone Number]
[Church Fax Number]
[Church Website URL]