

# Technology Request

Request to be turned into Trevor Hardcastle in the church office or emailed to  
thardcastle@fsfumc.org  
at least **TWO WEEKS** prior to technology needs.

Name of group \_\_\_\_\_

Date needed \_\_\_\_\_ Time: \_\_\_\_\_

Contact Person \_\_\_\_\_ Phone \_\_\_\_\_

Email \_\_\_\_\_

Reason for Technology Request \_\_\_\_\_

Choose the following Technology needed:

- Projector/Screen
- TV/DVD Player
- Laptop
- Audio
- Cable for Connection to presenting computer

The class or group is responsible for operating equipment. A designated person can meet with Trevor prior to the event to be trained on equipment if needed.

