

## First Notes Deadline Schedule 2008-2009

| <b>Issue (Month)</b> | <b>Deadline to Submit Info to Wendy</b>     | <b>Proof Distributed to Staff</b> | <b>Proof Due Back to Wendy with FINAL Changes</b> | <b>Final Copy To Drew For Printing</b> | <b>First Notes Distributed in Church</b> |
|----------------------|---|-----------------------------------|---|--|--|
| <b>SEPTEMBER</b>     | Mon 8/18                                    | Fri 8/22 *                        | <b>Tues 8/26 *</b>                                | Wed 9/3                                | September 7                              |
| <b>OCTOBER</b>       | Mon 9/15                                    | Wed 9/17                          | <b>Wed 9/24</b>                                   | Wed 10/1                               | October 5                                |
| <b>NOVEMBER</b>      | Mon 10/13                                   | Wed 10/15                         | <b>Wed 10/22</b>                                  | Wed 10/29                              | November 2                               |
| <b>DECEMBER</b>      | Mon 11/10                                   | Wed 11/12                         | <b>Mon 11/17 *</b>                                | Mon 11/24                              | November 30                              |
| <b>JANUARY</b>       | Mon 12/8 *                                  | Thurs 12/11 *                     | <b>Mon 12/15 *</b>                                | Tues 12/23 *                           | January 4                                |
| <b>FEBRUARY</b>      | Mon 1/12                                    | Wed 1/14                          | <b>Wed 1/21</b>                                   | Wed 1/28                               | February 1                               |
| <b>MARCH</b>         | Mon 2/9                                     | Wed 2/11                          | <b>Wed 2/18</b>                                   | Wed 2/25                               | March 1                                  |
| <b>APRIL</b>         | Mon 3/16 <b>(include Holy Week info!!!)</b> | Wed 3/18                          | <b>Wed 3/25</b>                                   | Wed 4/1                                | April 5                                  |
| <b>MAY</b>           | Mon 4/13                                    | Wed 4/15                          | <b>Wed 4/22</b>                                   | Wed 4/29                               | May 3                                    |
| <b>JUNE</b>          | Mon 5/11                                    | Wed 5/13                          | <b>Wed 5/20</b>                                   | Wed 5/27                               | May 31                                   |
| <b>SUMMER</b>        | Mon 6/8                                     | Wed 6/10                          | <b>Fri 6/12 *</b>                                 | Wed 6/17                               | June 21                                  |

**\* Indicates earlier or later date due to SLT retreat or holiday**

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