

## REQUEST FOR BLESSINGS & MINISTRY SERVICES

### REQUESTOR INFORMATION

### AFFILIATION

|  |  |
|--|--|
| Name _____   | Company _____                                  |
| Address _____  | Address (If different) _____                   |
| City/State/Zip _____   | City/State/Zip _____                           |
| E-Mail _____   | E-Mail _____                                   |
| Phone (Main) _____   | Phone (Office) _____                           |
| Phone (Mobile) _____   | Phone (Mobile) _____                           |
| Contact Person _____<br><i>(If different from Requestor)</i> | Phone _____<br><i>(Contact Person's Phone)</i> |

## TYPE OF BLESSING REQUESTED

*Please check the appropriate box for type of blessing*

OFFICE \_\_\_\_\_ HOUSE \_\_\_\_\_ STORE OPENING \_\_\_\_\_ GROUND BREAKING \_\_\_\_\_ OTHER \_\_\_\_\_

|                      |                      |
|----------------------|----------------------|
| Date of Event: _____ | Start Time: _____    |
| Event Name: _____    | End Time: _____      |
| Event Location _____ | Event Address: _____ |

*Please give a brief description of your blessing request. Explain type if checked "OTHER"*

## GENERAL INFORMATION ABOUT PROCESSING YOUR REQUEST

Please fill out this form and save it to your computer as a new file *Example: BlessingReq\_CompanyName\_110212 (Date)*. Send your form back to our office as an attachment, to [chapel@ksbe.edu](mailto:chapel@ksbe.edu). Requests are processed as they are received. You will be notified via email when your request is received. Confirmation of your request is dependent on the availability of our Kahu. Our goal is to accommodate as many requests as possible. However, there may be times that there are no available Kahu to accommodate your request. You will be notified via email within 72 hours, whether your request has been approved or declined. If you do not receive a reply within 72 hours, please feel free to call our office at 808-842-8204.

## FOR OFFICE USE ONLY

|                              |                 |
|------------------------------|-----------------|
| Date Request Received: _____ | Comments: _____ |
| Date Email Reply Sent: _____ |                 |
| Confirmed _____              | Declined _____  |
| Kahu's Name: _____           |                 |
| Date Confmd: _____           |                 |