



PLEASE ENTER NAME OF CHURCH OR ORGANISATION

Activity Planning Template

Activity Title:		Date:	
Team Leader:		Group	
Leaders:			
The Point!:			
Overview:			
Activities:			
Equipment:			
Venue:			
Comments:			

PROGRAM

<i>Start time</i>	<i>Details</i>	<i>Responsible</i>

Review – What was good? What could be better? What was fun? Any follow-up?

<i>Good</i>	
<i>Better</i>	
<i>Fun</i>	
<i>Follow-up</i>	