

**사업/행사 계획서(Event or Activity Plan)**

위원회/부서(Committee/Department) :

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| 1. **행사 이름 및 목적 (The title and purpose of this event or activity)**
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| * 이름 (Title of event or activity):
* 목적 (purpose) :
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| 1. **사업/행사 개요 (Outline Plan)**
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| 날짜/시간 (Day/Time) |  |
| 장소 (Place) |  |
| 참여인원(The number of attendee(s)) |  |
| 필요비용(Budget) |  |
| 외부초청강사(Guests) |  |

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| 1. **세부사항 (Details)**
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| * 행사일 경우 전체 프로그램 및 세부예산을 별지로 첨부할 것

(If this is a church event, attach the whole program plan and the detailed budget) |

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| 사업/행사 담당자(The person in charge) | 위원장(Chairman) | 담임목사(Senior Pastor) |
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