

DATE: _____

DISTRICT NUMBER: _____

When & Where Meeting Update Form

Name of Group: _____ Area: _____

Address: _____

City: _____ State: _____ Zip: _____

Church or Landmark: _____

Contact Name: _____ Phone: _____

Special Instructions/Comments: _____

**PLEASE SEND A COPY OF THIS FORM TO YOUR DISTRICT
SO, THEY CAN UPDATE THEIR MEETING RECORDS**

List of Meetings:

<u>DAY</u>	<u>TIME</u>	<u>MEETING TYPE(s)</u>	<u>Type of Change</u>
<u>Of the Week</u>	<u>EX: 7:00 PM</u>	<u>O, C, D, Beg, M, L, Zoom, Hybrid etc.</u>	<u>(New, Change, Delete)</u>
<u>If this is a Zoom Meeting, include Meeting ID and Meeting Password</u>			
<u>Meeting ID:</u>			
<u>Meeting Password:</u>			
Zoom Meeting Type: (circle one)		Hybrid	Zoom Only
For additional space write on the back of this page. Send all pages to the IG Office.			

(updated 03/23/2022)

Please return this form to the Intergroup office by dropping it off at 3128 Beach Blvd, Jacksonville 32207, by fax at 904 399-8537 or by email at neflintergroup@gmail.com. If you need help filling this form out or have any questions, please feel free to call the Intergroup office at 904 399-8535, Monday through Friday from 9 a.m. to 5 p.m.

THANK YOU