



Synod Assembly Guidelines for Display Tables

The purpose of Synod Assembly displays is to educate and inform those in attendance. The Montana Synod believes in openness and freedom of expressing varying ideas that relate to the purpose and mission of the ELCA as set forth in the constitution and bylaws of the Montana Synod.

Guidelines to secure display space are as follow:

1. Display tables are available to all synod congregations, boards and committees, and to agencies of the ELCA based on the number of tables available on a reservation policy of first request.
2. Other religious agencies that support the work of the ELCA and ecumenical agencies are accepted if tables are available. After a deadline for reservation for ELCA agencies is met, consideration is given to these other agencies.
3. A display that does not relate to the mission and purpose of this Synod, is offensive in nature, or whose purpose is to propagandize, will be removed. Bishop Crist will have the final say.
4. Decision to grant permission for display tables and the placement of display tables is that of the Synod office staff. They will use the stated guidelines. You will be responsible for your display space. **Please remember that you are responsible to completely remove your display and materials from your area at the close of Assembly. Synod staff will not be responsible for cleaning up or storing materials left behind.**
5. Tables will be 6 to 8 feet in length. They will have a cloth on top and will be skirted. Displays may be set up **beginning at Noon on Thursday, June 1, 2017** and taken down on Sunday, June 4, 2017. You may bring small food items to give away at your display. The selling of items is allowed at your display. We encourage you to make your display fun, interactive, exciting!

Assembly Packet Information

If you would like to include information for the assembly packets, please send 400 copies marked
Montana Synod Assembly,
by May 30 2017, to:

Montana Synod Assembly Packets
c/o Best Western – Heritage Inn
1700 Fox Farm Road
Great Falls, MT 59404

Do you have a question about displays? Call the Synod office at 406-453-1461

PLEASE KEEP THIS SHEET FOR YOUR INFORMATION