

Name _____

Writing Notices

DIRECTIONS: Practice writing notices using the information below. Use your imagination to elaborate as you wish, to make the notice as informative and compelling as possible. However, remember to keep it to 50 words or less!

What: Bark in the Park – Social Event for Dogs

Where: Taylor View Park

When: This Saturday

Who is eligible: All with dogs

POC: Joe Miller

What: Collection for Charity – Household Goods

Where: The Town Church

When: This Sunday

Who is eligible: All

POC: Pastor Dave

What: Cheerleading Tryouts

Where: Jefferson High School
gymnasium

When: Tuesday, 3 p.m.

Who is eligible: Juniors and
Seniors

POC: Maggie Parks, Head
Cheerleader

What: Arts and Crafts Workshop

Where: Local Library

When: Next Saturday

Who is eligible: Ages 5 - 7

POC: Melody Hill, Librarian

ANSWERS WILL VARY

Answers should include all pertinent information and follow correct notice-writing format.