

DECEMBER- AT-A-GLANCE

First Parish is a busy place -
so keep this one-page summary on the 'fridge to help you keep it all straight!

WORSHIP

Sunday Advent Worship

12/5, 12/12, & 12/19

Longest Night Worship

Tuesday, Dec. 21st at 7:30PM

Christmas Eve Worship

5PM: Participatory Service of Celebration
9PM: Service of Lessons & Carols

MUSIC

New England Brass Band Concert

Sunday, Dec. 12th at 3PM

Synergy Brass Quintet

Thursday, Dec. 23rd at 7PM

Lunch Bunch

Thursday, Dec. 2nd
11:30 in the Parish Hall

Advent Adult Learning

Thursdays, 12/2, 12/9, & 12/16
7:30PM in the Parish Hall

INREACH/OUTREACH

Alternative Gifts

During Coffee Hours
Sunday, Dec. 5th - Dec. 19th

Giving Tree

During Coffee Hours
Sunday, Dec. 5th - Dec. 19th

COMMUNITY

Carol Sing Around the Creche

Sunday, Dec. 19th at 5PM

Christmas Outreach Wrapping Party & Fellowship Meal

Sunday, Dec. 19th at 5:30PM

FELLOWSHIP

Westwood Men's Fellowship

Thursday, Dec. 16th
9:30AM at Westwood High School

Fox Hill Bible Study

Thursday, Dec. 16th
10:30AM at Fox Hill Village

SHYF Extreme Breakfast

Sunday, Dec. 19th
10:15 in the Cottage

PASTOR'S OPEN HOUSE

In the Parsonage - Saturday, Dec. 4th, 3-6PM

You are invited...

Come to the Parsonage to enjoy some holiday cheer with Pastor Chris
and all you First Parish friends!





The Clapboardtree Spire

News From First Parish of Westwood, United Church
340 Clapboardtree St., Westwood, MA 02090

December, 2010

ADVENT & CHRISTMAS WORSHIP AT FIRST PARISH

SUNDAY WORSHIP

Lighting the Advent Candles
10AM 12/5, 12/12, & 12/19

CAROLING AROUND THE CRECHE

Sunday, Dec. 19th 5PM

LONGEST NIGHT WORSHIP

Tuesday, Dec. 21st at 7:30PM

CHRISTMAS EVE WORSHIP

Friday, Dec. 24th
5PM Service of Celebration
9PM Service of Lessons & Carols

Longest Night Service

The season of Advent is filled with words like hope, peace, joy and love. But sometimes we have things going on in our lives that make those words foreign to us.

So it is important to have the time and space to acknowledge that people are in those places where it can feel like there is more darkness and shadow. Perhaps you or someone you know is grieving the loss of a loved one, or a job, or a relationship. Or you are at a place of doubt and uncertainty in your life.

On the longest night of the year, Tuesday, Dec. 21st, there will be a service in the Meeting House at 7:30PM. The First Parish family, neighbors and friends are invited. We will gather in prayerful support and reassurance, in the light of the promises of God to bring hope, peace, joy and love to us in our present and future moments.

NEW ENGLAND BRASS BAND CONCERT

Save Sunday, Dec. 12th at 3PM for a festive Christmas concert by the New England Brass Band! It is always a treat to enjoy a concert by this band so close to Christmas – and this will be no ex-

ception! It's an event for all ages, not to be missed!

Tickets (\$12, \$10/seniors, \$25/family) are available at the door or through the church office.

SYNERGY BRASS QUINTET CONCERT

The Synergy Brass Quintet will bring its blazing brass sounds to our Meeting House on Thursday, Dec. 23rd at 7PM.

Tickets are \$12,

available at the door. If you are unable to attend our 9PM Christmas Eve service, this is a perfect opportunity hear this great group.

CAROL SING AROUND THE CRECHE

On Sunday, Dec. 19th, all are invited to gather around the creche outside the Parish Hall at 5PM to encounter the familiar story of Jesus' birth through words and carols! It's a great way for the entire family to experience the "reason for the season", complete with wooly sheep!

Afterwards, join us in the Parish Hall for a fellowship meal followed by the Christmas Family Gift Wrapping Party, to put the finishing touches on our Christmas Outreach project.



BIRTHDAYS & ANNIVERSARIES

Birthdays

| | |
|-------------|--|
| December 1 | Ian Bailey, Jimmy Cutler Christopher Martin Matthew Wagner |
| December 2 | Lois Breese, Matthew Powers |
| December 3 | Kristian Peters |
| December 4 | Elese Gaydos, Heather Poreda |
| December 6 | Peter Anderson, Jenny Germano |
| December 7 | Don Friedl |
| December 10 | Carol Mather |
| December 11 | Skyler Beach |
| December 12 | Kara Belinsky |
| December 14 | David Friedl |
| December 15 | Kate McMurray, Valerie Vancura |
| December 16 | Jaclyn Germano, Christopher Rogers, Lindsay Tisdale |
| December 17 | Mark Hichar, Sarah Werth |
| December 18 | Sophie Ostrander |
| December 20 | Karen Robertson |
| December 21 | Paul Robinson |
| December 24 | Drew Walker |
| December 27 | Connor Murray, Marilyn Nelson Janice Russell |
| December 28 | Christine Andrus |
| December 30 | Bobby Gorman, Jan Hooker |
| December 31 | Thelma Bruno, Colin Kelly |

Anniversaries

| | |
|-------------|--------------------------|
| December 9 | David & Lynne Liebrock |
| December 10 | Peter & Carol Neyland |
| December 27 | David & Bonnie Blomquist |
| December 27 | Marilyn & Jim Chetwynd |
| December 30 | Todd & Madeline Anderson |
| December 31 | Bruce & Marj Higgins |

THE CLAPBOARDTREE SPIRE

The Clapboardtree Spire is published monthly, September - June by and for The First Parish of Westwood, United Church. Material should be submitted to the church office by the third Friday of the prior month. Available monthly at www.firstparishwestwood.org, and via email or mail.

LIFETIMES

Serving in the Military:

- *Ben Baldwin*: to Afghanistan
- *Jim Howard*: to Iraq

Email & Address Changes:

- Peter Lovett: rev.lovett@verizon.net

Deceased:

- On Nov. 11th, *John Danforth*. A memorial service will be held at First Parish in January. Condolences may be sent to Judy Danforth, The Falls at Cordingly Dam, 2300 Washington St., Newton 02462

WHO'S WHO AT FIRST PARISH

| | |
|-----------------|--|
| Pastor: | Rev. Christopher L. Dodge |
| Phone: | 781-326-0135 |
| Email: | revchris@firstparishwestwood.org |
| Moderator: | Bob Deiningner |
| CE Admin.: | Donna Bertazzoni |
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| Treasurer: | Cathy Ellis |
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| Email: | treasurer@firstparishwestwood.org |
| Music Director: | Joshua Nannestad |
| Phone: | 978-562-5614 |
| Email: | nannestad@gmail.com |
| Parish Nurse: | Margery Eramo |
| Phone: | 781-326-3997 |
| Email: | meramo@firstparishwestwood.org |
| Secretary: | Judy Holbrook |
| Sexton: | Denis Wholey |
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**FROM
MODERATOR BOB DEININGER**

FIRST PARISH SETS CORI POLICY

Like many other local organizations, First Parish of Westwood has recently adopted a new Criminal Offender Record Information (CORI) policy. The

Church Council believes it is prudent to perform CORI checks for all church staff, volunteers and others who will regularly come into contact with the youth of the Church while performing or engaging in church sponsored programs, events, or functions. Jim McKenzie and Marge Eramo have been designated as the "CORI team". Jim and Marge have completed CORI training conducted by the Massachusetts Criminal History Board (CHSB) and First Parish has been certified to conduct CORI checks.

CORI checks will be completed once every three years for individuals. The CORI checks will be completed through a secure online application process, and we are committed to protecting sensitive information throughout the entire process (e.g., keeping records in a locked cabinet). The people who will require a CORI check will be provided a copy of the CORI policy. Please see Bob Deininger, Marge Eramo, or Jim McKenzie if you have any questions.

DON'T FORGET YOUR PLEDGES

It's hard to believe that another fiscal year is drawing to a close, but January 1st will be here before we know it!

Payments on 2010 pledges are needed in the church office by the end of December, in order to be reflected on your 2010 tax statement. This time of year can be very demanding on both time and resources, but please pay careful attention to the status of your 2010 pledge, and keep it as up-to-date as possible. We rely on our 2010 pledged income to complete our fiscal year and pay our bills! If you have questions about the status of your current pledge, please feel free to contact Treasurer Cathy Ellis.

Our 2011 Pledge Drive culminated in Stewardship Sunday on Nov. 21st - but if you have not yet turned in your pledge card, it is not too late! Pledged income is the only reliable gauge we have when determining our budget for next year – so making your financial gift in the form of a pledge is the most helpful way to contribute to First Parish. Cards are available in the Meeting House narthex and in the church office, and may be sent to the church office.

2010 offering envelopes will be available for those who requested them on the last Sunday in December. *Please do not use 2010 offering envelopes after Dec. 31st, as you envelope number changes yearly!*

ADULT LEARNING OPPORTUNITY FOR ADVENT

Thursdays, - Dec 2, 9 & 16

7:30 in the Vogel Room

"Putting the Adult Christ into Christmas".

Based upon essays from Raymond Brown, we will look at the 3 "Christmas" stories or infancy narratives that he sees within the gospels. At least one story might surprise you! According to Brown, "these appealing stories of Jesus birth and early life are the entire gospel story in miniature.

In looking at these stories, both familiar and unfamiliar, we will reflect on why Matthew and Luke included them in their accounts of Jesus and what their significance is to the Christian community – past, present and future.

**BRINGING ADVENT
INTO YOUR HOME**

Advent is the time to prepare for celebrating Jesus' birth on Christmas, not just on Sunday mornings but in our homes too!

To help every heart prepare him room, there are a number of "take homes" on the Hospitality Table in the narthex, including Advent Calendars and devotion booklets.

You are invited to take them into your home.

FROM PASTOR CHRIS



Only 211 days left!

No, not until Christmas (my math skills aren't that bad) but until my wedding! Or at least that is what I have been told. Lynne and I set to be married on Saturday, June 25 here at First Parish. As you know, with a wedding there is always that time you need before hand to prepare – everything from meetings with the minister to securing vendors, saying “yes” to the dress, to sending invitations and making seating charts. The good news is that much of that has already been accomplished, but there will still be plenty of things to do to get ready over the next 7 months.

Just as there is a necessary time to get ready for a big celebration like a wedding, so there is a necessary time for Christians to get ready for Christmas. This is the point of having Advent. The Christian year had

two major feasts, Easter and Christmas. Both have a season of preparation leading up to them. And let us not forget that both feasts are not just one day. Christmas and Easter are both seasons that begin on the holy day. *Something to think about: how might embracing that affect our celebrating in the church or in our homes?*

While our consumer culture hits us in the face with Christmas from Halloween onward, the Christian tradition of preparation is to move a little more slowly. Waiting, wondering and watching are all a part of Advent. They are practice which, the more fully they are embraced, make the good news of Christmas more meaningful and joyful.

If Christmas is like the sun rising, Advent is about paying attention to that time between night and full light. There are great messages in that place. The longing for hope, peace, joy and love (the common themes of the Advent Candles) is part of the ongoing human experience. Our not seeing or embracing its presence led God to bring it to us in the past, most fully in the babe in the manger. And it leads to God bringing those things to us today and in our futures. Advent, or any other season in the Christian calendar, is not just for looking back. These are opportunities to know the good news that God is working in our present and seek to move us into God's future.

So through story, song and symbol, First Parish will take 27 days to get ready for Christmas – to help prepare room in our hearts so that we, like Mary, can ponder what Christmas truly means.

Blessing to one and all in your Advent *preparations* and in your Christmas *celebrations!*

Pastor Chris

PLEASE NOTE

Pastor Chris will be on vacation from Saturday December 25th through Saturday, January 1st.

Pastoral coverage will be provided. Please contact the church office if a need arises.

PASTOR'S OPEN HOUSE

**Saturday, Dec. 4th
3-6pm
at the Parsonage**

Join Pastor Chris and your First Parish friends
for fellowship & holiday cheer!

Donna Bertazzoni
Church School
Administrator



TO EVERYTHING THERE IS A SEASON December's Big Story

On December 2, we will experience the renewal of the cycle of the Christian seasons when our Big Story will focus on The Church Year.

Christianity takes time seriously. Christ lived and walked, was put to death and was resurrected in time. The Church Year follows a common calendar that resulted from reforms in the last third of the 20th century.

These reforms are not innovations, but are viewed as restorations of the oldest of Christian practices. The Church Year is not just repetition or commemoration, but a theological ordering that encourages us to relive the faith story as part of our own lives.



Upcoming Big Stories

Future Big Stories include: the Baptism of Jesus, the Beatitudes, Exodus, and Psalm 23. Church School Day in June will be themed on the Big Story of Pentecost.

Worship on Big Story Sundays engages foundational Christian stories in a manner that allows for wide variety in approach. On these Sundays children gather in the Parish Hall at 10:00 while adults gather in the Meetinghouse. We prepare for worship, hear readings from Scripture and engage the Story using a range of learning styles. We complete our worship together in the Meetinghouse, sharing as a whole family. Generally this includes the sacrament of Communion.

COME PLAY A PART IN THE NATIVITY AT 5 PM CHRISTMAS EVE



Christmas Eve is always exciting. Our 5 PM Service is designed for children and families to play into that excitement in a worshipful way. This is a participatory service with plenty of opportunities for everyone who wants to be included.

The Pageant Tableau: You invited to take a role. Upon entering the Meetinghouse labeled bags with costumes will be arrayed before you. Choose a favorite character from the Nativity story, put on the costume and be ready to join the rest of the ensemble at the manger as the service unfolds. Come early if you want a particular costume!

Worship Leaders: Other opportunities are available for both speaking and non-speaking roles. Readers are needed for a shepherd, and angel, and innkeeper's wife, the offering, and possibly some prayers. Others are needed as ushers, candle lighters, to collect the offering, and passing the light at the end of the service.

THE SHEEP ARE COMING!

It has become a much-loved tradition at First Parish to have live sheep take up residence outside the Parish Hall throughout Advent, as both a visual reminder of the realities surrounding that long-ago manger, and as a source of wonder and joy for the entire community. This year our woolly Advent guests

will arrive at 1:00 PM on Saturday, Dec. 11th!

If you are interested in helping to care for them during their stay, please be here to greet them – or contact Head Shepherd Robin Ostrander to get your name on the sign-up sheet!

CHURCH SCHOOL UPDATE

Sunday, Dec. 5th: 2nd Sunday in Advent –

- 10AM Worship: Communion Worship & Big Story Sunday: Church School children will gather in the Parish Hall at 10AM, then cross the street later in the morning to participate in communion.
- 11AM: The Christmas Giving Tree will be in the Parish Hall. Choose your gift tag ornaments!

Sunday, Dec. 12th: 3rd Sunday in Advent

- 10AM worship & church school
- 3PM New England Brass concert

Sunday, Dec. 19th: 4th Sunday in Advent

- 9AM Festival Choir rehearsal
- 10AM worship (with Festival Choir) & church school
- 10:15 AM Extreme Breakfast in the Cottage
- 5PM Carol Sing around the Creche
- 5:30PM Fellowship Meal and Christmas Family Wrapping Party in the Parish Hall

Thursday, Dec. 23rd:

- 7PM: Synergy Brass Band concert in the Parish Hall. Children are free.

Friday, Dec. 24th: Christmas Eve

- 5PM interactive intergenerational Service of Celebration
- 9PM Service of Lessons & Carols

Sunday, Dec. 26th:

- 10AM Carol Sing worship

CHURCH SCHOOL MISSION

PATRIC'S PROJECT

Last month the children chose their mission for the year from among three charities that help alleviate hunger. Seven to one they voted for Patric's Project, one family's effort to feed children in Managua, Nicaragua.

Patric's Project was created to honor the memory of First Parish member Tish Verzino's cousin. Patric and his wife began to ease the hunger of poor children in their neighborhood simply by cooking a meal once a year for them. The local, personal project continues in his name. With our help more children can be fed.

CHRISTMAS WISH LIST

The Church School would like boom box style CD players for use in the classrooms. Ours are aging and some no longer work.

If your house has switched over to new technology, please consider recycling your old CD player. Donations may be left with the church office. Thank you.



CHRISTMAS AT FIRST PARISH MEANS REACHING OUT TO OTHERS

Christmas Family Outreach

Again this year, the Ministry of Mission & Service will sponsor outreach to local families who are in need of a little extra help this holiday season.

On the second and third Sundays of Advent – Dec. 5th and 12th – family gift ornaments will be available on the Christmas tree in the Parish Hall. Each ornament will have the name, age and Christmas gift wish of a child or parent. Choose an ornament, buy the item, and bring it to the Parish Hall (wrapped with the gift ornament attached) by Sunday, Dec. 19th.

- If you are unable to shop for a gift and would like to make a monetary donation, you are more than welcome to leave the money with the church office. A First Parish Elf will do the shopping for you.
- If you are interested in being a Shopping Elf this year, please contact Tish Verzino at 781-320-8217.

On Sunday, Dec. 19th all are invited to the Parish Hall after the Carol Sing Around the Creche (around 5:30PM) to help wrap presents and put the finishing touches on them for delivery to the families.

The Ministry of Mission and Service thanks you in advance for bringing joy into the lives of so many who are having trouble making ends meet this year!

Alternative Gifts

Again this year, the Ministry of Mission and Service will offer an Alternative Give Market during Coffee Hours on the last 3 Sundays in Advent (12/5, 12/12 & 12/19). This year's gifts will be offered from the original Alternative Gifts catalogue.

Here is your chance to give a gift that will help the hungry, sick and those living in adject poverty in the US and across the world. All of us have relatives, friends or co-workers we would like to honor at the holidays, but many want no more stuff or you do not know what to buy. Instead, select a project from the catalogue and choose a card, and you will receive a slip describing the project to enclose.

Questions? Contact Martha Crawford at 781-326-0710.

THANK YOU LORD,

For each new day you give to me,
For earth and sky and wind and sea,
For rainbows after springtime showers,
Autumn leaves and summer flowers
Winter snowscapes so serene,
Harvest fields of gold and green,
Beauty shining all around,
Lilac scent and robin sound,
Stars that twinkle high above,
And all the people that I love. Amen

Thank You, Lord, for the anonymous donor who placed a lovely framed poster of this charmingly illustrated prayer on the Education Office doorstep. It has found a good home.



**FROM OUR
PARISH NURSE**

November was National Diabetes Awareness Month and in that vein, I was recently staffing a glucose (blood sugar) testing clinic at a local pharmacy. Most of the people I tested were within the normal range for non-fasting glucose - < 140 mg/dl. However the last person I tested who said he felt fine first tested at 412 and on repeat tested at 379. Hopefully he followed my advice and promptly contacted his physician for further testing I share this with you because it is possible to not have any symptoms, i.e., excessive thirst, and still have pre-diabetes or diabetes. With Fall clean-up and Christmas fast approaching, I want to share this information I received from a Plymouth real estate office. The author is unknown.

A Lesson in Ladder Safety

Whether you're cleaning windows, applying a fresh coat of paint, removing leaves and other debris from gutters or hanging decorations, it's wise to use caution when working on a ladder.

Each year there are more than 130,000 emergency room visits caused by ladder related injuries due to instability, electrical shock or falls. Make sure you stay safe as you work around the house with these precautions from the U.S. Consumer Product Safety Commission (CPSC):

- Never stand on the top step.
- Always follow the three-point rule: keep three points of contact with the ladder at all times, preferably two feet and one hand.
- Keep your body centered between the ladder rails at all times; don't lean so far to one side while working that you risk losing your balance.
- Never use a folding ladder in its closed position. Make sure that it is securely spread open.
- Straight or extension ladders should be set up at a 75-degree angle for maximum stability.
- Do not place a ladder in front of an unlocked door or passageway that is not blocked or guarded.
- Be sure all locks on extension ladders are securely fastened.
- Never leave a ladder unattended.

And in the spirit of the reason for the season, I share this poem with you by Rev. Dr. Herb Brokering:

Dear God of power, ages, might,
How came the thought to Thee
To come an infant tiny one
Inside nativity?

How came this willing, gentle girl
To give such heart to Thee
That in her body there did form
All earth's nativity?

Dear God of glory, eons, light,
Creator of us all,
Make me Thy manger full of faith
At Mary's cattle stall.

Have a Safe and Blessed Christmas,
Margery Eramo, RN, Faith Community Nurse

WHY NOT TRY THE LUNCH BUNCH?

Are you available to "do lunch" on weekdays? On Thursday, Dec. 2nd - and the first Thursday of every month through June - you are invited to come to the Parish Hall at 11:30 AM to join the "Lunch Bunch" for good conversation and fellowship. All ages are welcome.

Please RSVP to the church office by the day before to let us know you're coming, and bring a bag lunch. Coffee and dessert are provided. We hope to see you there!

The lunch group will also meet on: Jan. 6, Feb. 3, Mar. 3, Apr. 7, May 5, and June 2.

FIRST PARISH VOLUNTEERS

ALTAR FLOWERS

Sunday, Dec. 5th:

Given by Louise Donovan and family, in memory of James Donovan

Sunday, Dec. 12th:

Given by Jim, Ruth, and David Aldinger, in memory of Ruth's parents, Lloyd & Edith Archibald

Sunday, Dec. 19th:

Given by Jim & Barb Worth, in memory of Barb's parents, Ted & Jane Forrence

Sunday, Dec. 26th:

Given by Judy Danforth, in memory of her husband John Danforth, and loved ones

Rosie's Place Volunteers

Monday, December 20th

Drivers:

S. Reeve & J. Forsberg

Fruit (box of clementines)

S. Reeve J. Clay C. Getman J. Hansjon
J. Marsh C. Robinson P. Sullivan

Sandwiches (14 turkey on whole wheat bread)

S. Reeve J. Forsberg T. Berg L. Owen
C. Getman M. Speros J. Germano T. Bruno
B. Delisle D. Howard

USHER SCHEDULE

Sunday, Dec. 5th:

Martha Crawford
Ron Arntz
Stuart & Carol Maynard

Sunday, Dec. 12th:

Fred Rice
Charlie Domina
Peter Kane
Nancy Hyde

Sunday, Dec. 19th:

Doug Hyde
Jerry Verzino
Mike Gettings

Sunday, Dec. 26th:

Dix & Dianne Howard
Steve & Ingegerd Larch
Ron & Joy Sudduth

COFFEE VOLUNTEERS

Sunday, Dec. 5th:

The Howards

Sunday, Dec. 12th:

The Aldingers

Sunday, Dec. 19th:

??????????????

Sunday, Dec. 26th:

??????????????

LAY READERS & GREETERS

Sunday, Dec. 5th:

Lay Reader: Brian Bayer
Greeter: Pam Kane

Sunday, Dec. 12th:

Lay Reader: Don Friedl
Greeter: Judy Thomson

Sunday, Dec. 19th:

Lay Reader: Kathy Davis
Greeter: ?

Sunday, Dec. 26th:

Lay Reader: Bob Deininger
Greeter: ?

WESTWOOD MEN'S GROUP

The Westwood Men's Group will meet on Thursday, Dec. 16th at 9:30AM at **Westwood High School** for the annual holiday concert.

All senior men in Westwood and surrounding communities are welcome to attend the meeting.

FOX HILL BIBLE STUDY

The Fox Hill Bible Study group will meet on Thursday, December 16th at 10:30 AM.

Meetings are held at Fox Hill Village on the third Thursday of every month, and all Fox Hill residents are welcome to attend.



CHRISTMAS MEMORIAL GIFTS

If you would like to remember a loved one by placing a poinsettia in the chancel at Christmas – or by making a donation to the Special Music Fund (to help defray the costs of special music such as Synergy Brass Quintet), please complete the form below and return it to the church office

2010 Christmas Memorial Gifts

Plants are \$6 each and will be ordered by the church on December 13th.

All gifts will be listed in the bulletin on Sunday, December 19th and on Christmas Eve.

To honor the memory of loved ones, I would like to: *(check the appropriate spaces)*

_____ Place _____ POINSETTIA PLANT(S) in the Meeting House (Dec. 19-24)

_____ I will pick up my plant after the last service on Christmas Eve or during the following week.

_____ Please deliver my plant to a hospital patient, nursing home resident or shut-in.

_____ Make a gift of \$_____ to be used for SPECIAL MUSIC PROGRAMS.

(Your donation will help defray the cost of the Synergy Brass Quintet's appearance at 9PM on _____ Christmas Eve)

I would like the bulletin to read: *(Please PRINT clearly)*

IN MEMORY OF

GIVEN BY

Enclosed is a check for \$_____ to cover the above gifts.

Please make it payable to THE FIRST PARISH OF WESTWOOD and send or bring it with this order form to the church office, 340 Clapboardtree St., Westwood, MA 02090 by Monday, December 13th.