**CHURCH EVENT EVALUATION FORM**

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| --- | --- |
| Department: |  |

|  |  |
| --- | --- |
| Title of Activity: |  |

|  |  |
| --- | --- |
| Total Budget: |  |

|  |  |
| --- | --- |
| Date and Venue: |  |

|  |  |
| --- | --- |
| Person-in-Charge: |  |

**OBJECTIVES**

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**EVALUATION RATE**

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| --- | --- | --- | --- | --- |
| **Criteria** | **Average** |  | **Indicators** | **Total** |
| Date and venue are suitable to the event. |  | Number of objectives achieved. |  |
| Program flow is appropriate to the event. |  | Number of Expected Attendees. |  |
| Length of the program is ideal to the event. |  | Number of New Attendees. |  |
| Activities and fellowships are fun and enjoyable. |  | Number of Attendees. |  |
| **Your over-all rating of the event.** |  |  |  |
| **Likeliness to attend the next event.** |  |  |  |

**COMMENTS AND SUGGESTIONS**

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| --- | --- | --- |
| Prepared by: |  | Noted by: |
| **Person-in-Charge** *Signature over Printed Name* |  | **Department Head** *Signature over Printed Name* |

Name of Rater (Optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of the Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EVALUATION RATE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Kindly put a check (√) inside the box*  *of your rating.* | **Image result for 5 point smiley** | **Image result for 5 point smiley** | **Image result for 5 point smiley** | **Image result for 5 point smiley** | **Image result for 5 point smiley** |
| **5 POINTS** | **4 POINTS** | **3 POINTS** | **2 POINTS** | **1 POINT** |
| **Excellent** | **Very Good** | **Average** | **Poor** | **Very Poor** |
| Date and venue are suitable to the event. |  |  |  |  |  |
| Program flow is appropriate to the event. |  |  |  |  |  |
| Length of the program is ideal to the event. |  |  |  |  |  |
| Activities and fellowships are fun and enjoyable. |  |  |  |  |  |
| **Your over-all rating of the event.** |  |  |  |  |  |
| **Likeliness to attend the next event.** |  |  |  |  |  |

**COMMENTS AND SUGGESTIONS**

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Name of Rater (Optional): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of the Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**EVALUATION RATE**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| *Kindly put a check (√) inside the box*  *of your rating.* | **Image result for 5 point smiley** | **Image result for 5 point smiley** | **Image result for 5 point smiley** | **Image result for 5 point smiley** | **Image result for 5 point smiley** |
| **5 POINTS** | **4 POINTS** | **3 POINTS** | **2 POINTS** | **1 POINT** |
| **Excellent** | **Very Good** | **Average** | **Poor** | **Very Poor** |
| Date and venue are suitable to the event. |  |  |  |  |  |
| Program flow is appropriate to the event. |  |  |  |  |  |
| Length of the program is ideal to the event. |  |  |  |  |  |
| Activities and fellowships are fun and enjoyable. |  |  |  |  |  |
| **Your over-all rating of the event.** |  |  |  |  |  |
| **Likeliness to attend the next event.** |  |  |  |  |  |

**COMMENTS AND SUGGESTIONS**

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