

**FORMAT FOR LETTER TO BISHOP**

DATE

Dear Bishop:

INCLUDE IN LETTER:

1. What Confirmation means to you and why you want to be confirmed.
2. How you have prepared for the sacrament, including service projects and your reflections on them.
3. What commitments you hope to make to live out the Christian life after Confirmation.
4. Your Confirmation name and why you chose it.
5. A request to the Bishop to confirm you as a member of the Catholic Church for life.

Sincerely,

**SIGN LETTER by hand**

Type your first and last name.

**Witnessed by: your parents signature**

GUIDELINES FOR LETTER TO BISHOP

1. All letters must be typed on standard sheets of white unlined paper, at least 5 paragraphs in length.
2. Letters are to be witnessed by a parent with their signature included.
3. All letters must be checked for spelling, punctuation and sentence structure. Only your BEST will be accepted.
4. All letters must be signed by student.
5. DO NOT FOLD the letters. They will be given to the Bishop several weeks before Confirmation so he can read them and comment on them at the ceremony.
6. Any letter which does not meet this criterion will be returned to student for corrections.

**Please hand your letters in when request by your teachers! Thank you!!**