

PASTORAL OFFICE
DIocese of Baker

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Notification for Visiting Clergy or Religious

The Vicar General is to be notified in advance of any visiting priest, deacon, religious sister or brother who is not incardinated in the Diocese of Baker, this includes anyone who has been asked to witness a marriage, preside at a funeral or parish group that may have extended an invitation for speaking at Mass or other events. Please allow at least two weeks for the Vicar General to contact their Bishop or Religious Superior. The Vicar General must verify their suitability before they will be allowed to visit the Diocese of Baker. You may fax this form to the Diocese of Baker.

ALL requests must be signed by the Pastor/Administrator.

INFORMATION ABOUT VISITING CLERGY/RELIGIOUS

Name of visiting Clergy/Religious: _____

Dates during which he/she will serve in the parish: _____

Ministry he/she will provide: _____

Name of Bishop/Religious Superior: _____

Religious Order/Diocese: _____

Address of Bishop/Religious Superior: _____

City, State, Zip Code: _____

Phone number of Bishop/Religious Superior: _____ Fax number: _____

Email: _____

INFORMATION FROM PARISH

Person/group inviting Clergy/Religious: _____

Parish or Location he/she will visit: _____

By signing below, the Pastor/Administrator of the parish extending the invitation indicates he is aware of and approves the invitation being extended.

Signature of the Pastor/Administrator

Date

Print Pastor/Administrator Name

Parish Name/City

Please check if applicable:

The above named priest will substitute for me while I am absent from the parish.

I will be gone from _____ until _____
(date of departure) (date of return)