

## Saints Martha and Mary Parish 2021 Guidelines for Scheduling Mass Intentions

We are pleased to announce that the Mass Book will open for **January through March 2021** on Monday, November 23, 2020. Canon law does not permit us to keep Mass intentions beyond those we are able to schedule in a year's time therefore, some parishioner and all non-parishioner requests will be sent out to be celebrated at a different location (i.e. retired priests, Monastery, Missions, Seminary, etc.). In order to allow as many families of the parish as possible to schedule Mass intentions, the following guidelines will apply:

- ◆ **All Mass Intention requests must be in writing.** Therefore, no requests can be taken over the phone. Forms are available in the Narthex and on the Parish Website.  
Mass Intentions are available for weekends (Saturdays: 4:00 pm @ SCOS and 5:00 pm @ SR & Sundays: 7:30 am @ SR, 9:15 am @ SCOS and 10:00 am @ SR) and weekdays at 9:00 am (Monday, Wednesday & Friday @ SCOS and Tuesdays & Thursdays @ SR).
- ◆ The stipend for each Mass Intention is \$10.00.
- ◆ **Mass requests will be limited to a total of three (3) for the entire 2021 calendar year** - 1 weekend Mass and 2 weekday Masses that can be scheduled at either church location.
- ◆ Please place your completed form and payment in an envelope marked "2021 Mass Intentions" in the collection box, parish drop-off box or mail to SCOS, 2554 Wildwood Road, Allison Park, PA 15101.
- ◆ Mass requests will be taken on a first come, first serve basis. We will try and accommodate all requests.
- ◆ More than three Mass Intentions per family will be accepted for the year; however, they will not be fulfilled at our parish, but will be sent out as indicated above.

NAME: \_\_\_\_\_

1.	Day and Date	Mass Time	<input type="checkbox"/> Deceased	-or-	<input type="checkbox"/> Living Intention
	Mass Requested For	Mass Requested By			
2.	Day and Date	Mass Time	<input type="checkbox"/> Deceased	-or-	<input type="checkbox"/> Living Intention
	Mass Requested For	Mass Requested By			
3.	Day and Date	Mass Time	<input type="checkbox"/> Deceased	-or-	<input type="checkbox"/> Living Intention
	Mass Requested For	Mass Requested By			

**Office Use Only:**

Date/Time Assigned \_\_\_\_\_

\_\_\_\_\_

Mass # \_\_\_\_\_

Pymt. \_\_\_\_\_

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Date/Time Assigned \_\_\_\_\_

\_\_\_\_\_

Mass # \_\_\_\_\_

Pymt. \_\_\_\_\_

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Date/Time Assigned \_\_\_\_\_

\_\_\_\_\_

Mass # \_\_\_\_\_

Pymt. \_\_\_\_\_

- I realize that the Mass for the particular date and time may not be able to be fulfilled at our parish. It may be necessary to send the Mass intention to retired priests, Monastery, Seminary, or Missions to be fulfilled. In the event that the three Mass intention listed above would need to be sent elsewhere, I will be notified.

X \_\_\_\_\_  
(Please Sign)

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Email