

## Letter to the Bishop of the Roman Catholic Diocese of Dallas

This letter is due October 20 or 23, 2019 and must be submitted to the Office of Youth Ministry.

A very important part of second year Confirmation Preparation is for each candidate to write the Bishop of their Diocese a letter. The Bishop is the leader of the local church and will administer the Sacrament of Confirmation. One of his responsibilities is to ensure that each candidate is prepared and truly desires to be confirmed as Catholic. Sadly, he is not able to speak directly to each candidate individually because of the size of the Diocese. Therefore, each candidate is required to write him a formal letter so that he knows a little bit more about them and what they have done to prepare for the Sacrament. This letter must be typed or written neatly by hand and should be in formal letter format.

Include the Date

**Greeting:**

Your Excellency Bishop Burns,

**Body Includes:**

Paragraph 1: Introduction - Introduce yourself, use your first and last name. Share with the Bishop that you want to be confirmed at Our Lady of the Lake in Rockwall.

Paragraph 2: Share with him how you have prepared through study (classes), prayer, service projects (name a few examples), and special activities (such as spirit day or the retreat).

Paragraph 3: Share with him who you have selected for your confirmation name/saint, and why. Share with him who you have asked to be your sponsor and why.

**Closing:** Choose **ONE** of the following:

Sincerely yours,  
In Christ,  
A Confirmation candidate,

**Signature: Don't forget your signature!**