

I. Purpose

When a cleric from outside of the Diocese seeks permission to engage in ministry within the Diocese, whether that ministry involves an official assignment or a single event such as a wedding or funeral, the following procedure applies. This is necessary to ensure compliance with Safe Environment requirements.

II. Definitions

“**Bishop**” means the sitting Bishop of Lafayette-in-Indiana (or the appointed Apostolic Administrator).

“**Diocese**” is a portion of the people of God, in a geographic area, which is entrusted to a bishop to shepherd with the cooperation of the presbyterate, constituting a particular church in which the one, holy, catholic, and apostolic Church of Christ is truly present and operative.

“**Clergy**” means any persons ordained – bishops, priests, and deacons – who administer the rites of the Catholic Church.

“**Cleric**” means a member of the Clergy.

III. Policy

The receiving parish, school, or institution should contact the Vicar General with the name of the cleric, his home diocese, contact information (e-mail, phone number) and information about the event or ministry, which will bring him to the Diocese (dates, location, purpose). This information can be sent using the [Incoming Cleric Notification Form](#) or via email or telephone (765) 269-2602.

When the cleric requests permission to minister for **a single event or for an extended period of time**, a recent Testimonial of Suitability (Letter of Good Standing) must be presented to the Office of the Vicar General before permission is given or credentials are issued. It is the responsibility of the visiting cleric to request this letter from his diocese or religious order. Once the Testimonial is received, a letter of authorization will be issued by the Vicar General. The parish, school, or institution will be copied on the letter to the visiting cleric informing him that permission has been granted. Without the letter of authorization, ministry is not permitted.