

Request Bishop(s) for Blessing, Mass or Visit



Diocese of Erie

SCHOOLS: Send this form and letter of invitation to the Office of Education,
 c/o Kathy Robinson, by mail: PO Box 10397, Erie, PA 16514 or by fax: 814-824-1239

- for a liturgical event, Mass or blessing, submit request at least six weeks in advance;
- for a visit or other event submit at least three weeks in advance.

ALL OTHERS: Send this form and letter at least six weeks in advance to the Office of the Bishop,
 c/o Roberta Palmisano, by mail: PO Box 10397, Erie, PA 16514 or by fax: 814-824-1124.

1. **Coordinator for visit or liturgy:** _____
Phone: _____ **Email:** _____
This individual has authority to make decisions regarding this event or liturgy and acts as the liaison with the Bishop's Office and the Worship Office for all necessary planning.

2. **Event Day /Date /Time frame:** _____
 (e.g., Monday, December 7, 2020, 1:30 – 3:00pm)

3. **Location of visit /liturgy:** _____
 (Parish or School) (City)

NOTE: If St. Mark Catholic Center Chapel is to be used, please contact Matt Clark (814-824-1270) before submitting this form.

4. **We request:** ___ Bishop Persico ___ Bishop Trautman ___ Either
For a: ___ Visit ___ Mass ___ Blessing
 ___ Prayer Service ___ Other (Give details below.)
 (Check all that apply.)

5. **Give a brief description of your request and intended audience:** *(Examples: Blessing of a statue for parish/school, 7th Grade Vocations Talk, Parish 50th Anniversary Mass)*

6. **Is a meal for the Bishop scheduled?** ___ Yes ___ No ___ We don't know yet
Location: _____ **Time:** _____
NOTE: There is no expectation that a meal be offered. This is asked to plan Bishop's travel schedule.

Signatures must be included for requests to be considered.

Person completing form	Position	Date
Pastor /President or Headmaster (if applicable)		Date
Principal (if applicable)		Date

All requests will be reviewed and confirmed as quickly as possible.

For Office Use

<p>OFFICE OF EDUCATION <i>Enter Date</i></p> <p>Date Request received: _____</p> <p>Reviewed by CSO Director: _____</p> <p>Forwarded to Office of Bishop: _____</p> <p>Event Final Date Approved by Bishop: _____</p>	<p>OFFICE OF BISHOP <i>Enter Date</i></p> <p>Date Request received: _____</p> <p>Denied by Bishop: _____</p> <p>Approved by Bishop: _____</p> <p>Copies sent to: Chancery _____</p> <p style="padding-left: 20px;">Worship _____</p> <p style="padding-left: 20px;">(If applicable) Education _____</p>
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