

HOW TO WRITE A LETTER OF INTENT TO THE BISHOP

A memorandum set down by the Diocese under Fr. Brommer, the Liturgical Coordinator, states that Bishop Gainer desires a correspondence with the candidates:

“Additionally, Bishop Gainer greatly appreciates and encourages correspondence from the students who will be confirmed. These communications should be **personal and not part of a form letter provided for the students. In their own words and style** the young people are encouraged to **introduce themselves to their Bishop, speak of the importance the Catholic Christian Faith is in their lives, and explain their preparedness for the reception of this final Sacrament of Initiation.** The letters should be gathered together in one envelope and consigned to the Bishop’s Office two weeks prior to the celebration of the sacrament” (*Memorandum to all Pastors, Parish Religious Coordinators, Directors/Coordinators of Religious Education*, September 1, 2014).

Writing prompts:

- Who are you? (Introduce yourself)
- Explain your faith journey, and how your faith plays a role in your life at home, at school, and with friends.
- Knowing that Confirmation gives you the graces and responsibility to become a Saint, how prepared do you feel to become a full initiated member of the Church?
What do you think will be required of you, once you are confirmed?
- What question(s) do you have on your heart that you’d like the Bishop to answer?

Some tips:

- This year since Fr. Dan will be Confirming you, you will write the letter to him
- Be yourself in your writing, keeping in mind that you’re writing to one of the successors of Jesus’ Apostles
- You may type this letter or hand write it (whichever is easiest to read)
- Use a 8.5 x 11” sheet of paper (lined or computer paper, stationary is optional)
- Return the letters to the Religious Education Office.