



SacredHeart

Confirmation Request Letter to the Pastor and Archbishop

A request letter is the written verification of the candidate's decision to receive the Sacrament of Confirmation. **Two letters are to be written**; one to our Pastor, Fr. Richard Kelly and one to the Archbishop, Most Rev. John Walter Flesey.

The candidate must submit the typed letter (12 pt font and double spaced). Please take time to carefully compose your letter. Letters MUST be composed and written by the candidate. You may use the same letter for both Father Kelly and Archbishop Flesey.

You must follow this format:

- Address the letter "Dear Fr. Rich" and "Most Rev. John Walter Flesey"
- Introduce yourself:
 - Giving your full Baptismal name, where you live, your grade and school
 - Tell him something about yourself
 - Tell him something about your family and your background
- Request the Sacrament of Confirmation:
 - Write that you are a Candidate for Confirmation at Sacred Heart Parish
 - Give **3** reasons why you would like to be confirmed
 - Explain how you have prepared for the Sacrament. It is important that you tell about specific parts of your preparation:
 - your prayer life
 - your celebration of the other Sacraments
 - your service for other exercised at home and within the parish community
 - Live out your Catholic Faith
 - Tell him how you will continue to carry out your life of service to God and others through the power of the Holy Spirit.
 - Tell him how you plan to make your confirmation in the faith real and alive in the future.
- Sponsor
 - Tell him who your sponsor is and why you chose that person
- Saint Name
 - Tell him the name of the saint you chose and why
- Hand sign your letter with your full name.

PROOF-READ WHAT YOU HAVE WRITTEN AND CHECK THE SPELLING!
Letters are due to the Faith Formation office no later than March 17 2021