

THE FAMILY PARISH OF ST. CHRISTOPHER/ST. SYLVIA
CONFIRMATION PROGRAM
BISHOP LETTER OUTLINE
DUE: April 24, 2017

Next year Bishop Peter Bryne, D. D. will administer Confirmation. Please write a letter to Bishop Byrne requesting the Sacrament of Confirmation. Confirmation will be celebrated on Friday, October 27, 2017 at 5:00 pm and Saturday, October 28, 2017 at 11:00 am.

Your letter should include:

1. Why you want to be confirmed.
2. What you have done to prepare for Confirmation:
 - a. Attended classes
 - b. What you have learned about your faith
 - b. What you have done for service
3. ***Include the name you have chosen.*** (It needs to be a Saint name, perhaps after a person you respect or admire). Please make sure it is a Christian name. (i.e., Katherine or Kathleen for Kathy; Andrew for Andy or Drew, etc.). Tell why you chose that name in a brief paragraph in your letter.

Your letter should be **typed** in proper letter format, as we will be mailing your letter to the Bishop. **If your letter is not in the proper format, it will be returned to you.** You may address the Bishop with “Dear Bishop Byrne” or “Your Excellency”. Use 10 or 12 pt. font **only**. Do not double space the Bishop’s address or sentences. **Only** double space between paragraphs.

Proper Letter Format includes:

Date:
(space)
(space)

Most Reverend Peter J. Byrne, D.D.
Auxiliary Bishop of the Archdiocese of New York
St. Mary’s Rectory
231 Church Street
Poughkeepsie, NY 12601

(space)
Dear Bishop Byrne (or) Your Excellency:
(space)
Your letter starts here....

End your letter with:

Yours truly or Sincerely yours, etc.
(space)
(space)

SIGN YOUR NAME IN PEN ABOVE YOUR TYPED NAME
Your Name (typed)

**REMEMBER... ALL LETTERS ARE DUE APRIL 24, 2017.
THEY MUST BE COMPLETED AT HOME AND NOT DONE DURING CLASS.**

THIS IS A REQUIREMENT OF OUR PROGRAM – EVERYONE MUST HAND IN HIS OR HER LETTER ON TIME.