



DIOCESE OF FORT WORTH

Request Form for Incoming Priests, Deacons, Religious and/or Speakers

Please use this form for incoming Priests, Deacons, Religious or Speakers for any substitutes, sacraments, parish missions, retreats, workshops, etc. Any time a Priest, Deacon or Speaker NOT affiliated with the Fort Worth Diocese celebrates a sacrament or gives a presentation on Church property or on behalf of the Church, it is appropriate to use this form.

Parish/Inst. Name: _____ Parish/Inst. contact person: _____

Phone Number: _____ Event Date(s): _____

Please check all that apply:

The Person named below is a Priest Deacon Religious Lay Person

This Person will be Speaking Substituting

This Person will be working with children Yes No

This Priest/Deacon will be the Main Celebrant of a Sacrament (Mass, baptism, marriage, etc.) Yes No

Event Description (retreat, conference, etc.): _____

*Name of incoming Priest, Deacon/Speaker: _____

Phone: _____ Address: _____

E-mail: _____ Website: _____

*From what Diocese/Religious Institution/Employment: _____

* Contact Person (Diocese, Religious Superior, etc.): _____

* Address: _____

*Phone: _____ E-mail: _____

**Required Information (No approval process will begin without this!)*

Please attach any other pertinent information.

(Diocesan Use Only - Date and initial)

Date letter of good standing requested: _____ Date received: _____

Director of Catechesis Approved _____ Superintendent Approved _____

Chancery Approved _____

Parish/Inst. Notified (date): _____