

Confirmation

Letter to Bishop Hartmayer

To help the Bishop meet his responsibilities, each Confirmation candidate must write a personal letter to the Bishop requesting the Sacrament of Confirmation. The purpose of this letter is to introduce yourself to the Bishop and to explain your Confirmation preparation experience, as well as to assure him that you are asking for the sacrament freely. The Bishop personally reads each letter he is sent.

This Letter is your personal acknowledgement to the Bishop that it is your desire to receive the Sacrament of Confirmation. Be assured that the Bishop Hartmayer takes these letters very seriously. They are a testament to your personal journey, and you want them to reflect positively on both you individually, and St. Anne Parish.

It is essential that each candidate express his or her desire to be confirmed in writing to the Bishop. In the letter you share:

- Who you are and a little about yourself
- Who your confirmation saint is
- Why you chose that particular saint.
- Something about your personal relationship to God and the Church
- Why you wish to be confirmed

Before the celebration of Confirmation, the Bishop is required by Canon Law to know that candidates have been properly prepared. He should also know that each candidate has a desire for, and knowledge of, the Sacrament of Confirmation.

SPECIAL NOTE: Candidates are encouraged to write their letters from the heart, **AND** the letter should demonstrate the candidate's understanding of the sacrament, your desire to receive the sacrament, and how this will change your life.

Pray to St Francis de Sales (Patron Saint of Writers) and ask the Holy Spirit for help!

The following is a suggested template. Be sure you save a copy of your letter so you can revise it as needed.

Introduction:

- Introduce yourself.
- Include that you are from St. Anne Parish and you wish to be confirmed.
- Say something about your family, your background, the name of the school you attend and your year in school, your activities, hobbies and/or interests.

Paragraph 1:

- Request the sacrament. Indicate that this is your decision.
- Tell your reasons for wanting the sacrament of Confirmation; what it will do for you; how it will bring you into closer relationship with Jesus and the Holy Spirit.
- How will it help you to be a better person? Don't just say – "It will bring me closer to God." Give some thought to your reason!

Paragraph 2:

- 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 to others in the community and in the parish, etc.
- Tell the Bishop about your faith life. You might mention a particular class presentation or topic that particularly enlightened or touched you. You could describe your experiences with your Faith.
- What have you learned about yourself during the preparation process?
- What type(s) of Christian Service you have done, what you learned from it, and how it affected you?

Paragraph 3:

- Tell how you will continue to carry out your life of service to God and others through the power of the Holy Spirit.
- Tell how you plan to make your Confirmation in the Faith real and alive in your life.
- Share what your MISSION will be.
- How will you be involved in the Church and other areas of service? You might list ministries you are, or will, participate in.

Conclusion:

- Thank him for taking the time to read your letter.
- You might include something like - I look forward to meeting you and celebrating this sacrament with you at St. Anne Church, Richmond Hill.

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Letter to Bishop Hartmayer
EXAMPLE

Jane Doe
St. Anne Catholic Church - Richmond Hill
Richmond Hill Middle School
Grade 8
Age 14

January 12, 2019

Dear Bishop Hartmayer, (informal) OR Your Excellency, Bishop Hartmayer, (formal)

I am writing this letter to you to share why I wish to be confirmed.. (why I feel I am ready and how I can apply what I have learned to my life). (Please, do not begin your letter just like this example. The bishop will become quite bored if each letter begins exactly alike. This is an example to give you an idea.)

You should write this letter as it naturally flows from you to the Bishop. Tell him why you want to receive the Sacrament of Confirmation. You will have time to edit this as you get closer to Confirmation, so speak openly and honestly about your feelings toward Confirmation. Are you excited, anxious, confused? Why do you feel that way? What are you most looking forward to about the sacrament? What are your doubts and reservations?

Tell the bishop how you have prepared for this so far. Feel free to include parish requirements, such as attending CCD classes, completing service hours, and choosing a sponsor. Also include how you have prepared on your own. Have you spent time in prayer? Have you studied scripture? Have you talked with other confirmed Catholics about their experiences? Include any of this.

Now that you have shared what you ask of the bishop and why, be sure to tell him what your plans are after Confirmation. How will you continue on this journey and grow in your faith? Are there any parish ministries you would like to be part of? Are there any opportunities to share your faith among friends and family that you are looking forward to? Specifically focus on one or two of the Gifts of the Spirit that you are looking forward to receiving and why.

Be sure to say thank you. The bishop is spending his time to carefully read each letter, so tell him you appreciate it. Include a conclusion about looking forward to seeing him, or ask him to pray for you as you continue your preparations for Confirmation.

Sincerely,

Jane Doe

Jane Doe - Saint Catherine of Sienna (your Confirmation saint name)

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FONT: Typed in Times New Roman

FONT SIZE: 12 Point

SPACING: Single

MARGINS: 1 inches sides, 1 inch from top and bottom

LENGTH: Letters are expected to be 200-300 words.

STYLE: Avoid the use of slang/informal language. Avoid contractions (don't, can't, etc.), as these are not used in formal letters.

CLOSING: Please use a formal closing for your letter- such as Sincerely, Respectfully, etc. Type your name 3 spaces after the closing salutation, and **SIGN YOUR NAME** in black or blue ink.

If you are struggling with this, do not panic! This letter can be edited before it is sent to the Bishop prior to your Confirmation. You are writing your first draft now so that you can begin thinking about why you want to be confirmed.

You can always email your letter to ccd@stannerh.org if you need help or if you need someone to look over it for you.