

SAINT MARTIN OF TOURS

GUIDE FOR WRITING THE LETTER TO THE BISHOP

Candidates are required to write a formal letter to the Bishop requesting reception of the sacrament of Confirmation. Letters should be typed, double spaced with 12pt. Calibri, Arial or Times Roman Fonts. Letters should be 1 to 1 ½ pages long.

Your letter should include.:

- Introduce yourself: Name, age, country of origin, school, hobbies, sports, talents, etc.
- What does Confirmation mean to you and why would you like to receive Confirmation?
- How do you plan to live out your faith as a confirmed Catholic?

You should close the letter with gratitude and happiness about the upcoming sacrament. You may want to add that you look forward to meeting the Bishop personally.

After completing the letter, please email the letter to smtfaithformation@gmail.com. The subject line should include the name of the student.

DATE DUE: February 28, 2024

SAMPLE LETTER FORMAT

Date

Your Excellency,

(Body of the letter using the suggestions above)

Yours respectfully,

(Student Full Name)