

**CONFIRMATION LETTERS OF INTENT TO BISHOP HAINES
DUE ON OR BEFORE YOUR FINAL SESSION (March 21 or 23)**

*****UPDATED INFO FROM BISHOP HAINES' OFFICE*****

Don't worry if you've already begun your letter. Much of this update is in our previous guidelines. Bishop Haines was at our parish for our Lenten Mission, and in conversation with his administrative director, we were given some more specific guidelines that will be helpful in writing your letter:

- **Letter formatting:**
 1. **One page**
 2. **Typed**
 3. **Normal-sized font (12pt is good)**
 4. **Use white or light-colored paper**
 5. **Do not fold nor place in an individual envelope**

TO INCLUDE:

- **Dear Bishop Haines** (please spell his name correctly *Hanes is a clothing company, not the bishop's name*)
- **Introduce yourself** with a couple of things about yourself personally.
- **Why you want to be Confirmed.**
- The Saint you chose as your **Confirmation name** and why you chose it.
- Your **Confirmation sponsor**, their relationship to you and why you selected her/him.
- A description of **your service endeavors** and the effect of these on your life.
- A statement or two about **your growth of faith**: past, present, future.

Considerations that might help you write your letter:

- Share a positive experience that may have impacted you this year or in past years:
 - A memorable experience or insight from a Mass have attended
 - Retreat
 - Youth Group Activity
 - Mission Trip or Work Camp
 - Volunteering at VBS, Service Days, Mass, etc.
- Share a Scripture, Church teaching, formation activity or relationship that really speaks to you.
- How you see yourself participating in the Mission of the Church as an adult.

IMPORTANT THINGS TO NOTE:

- Prayerfully consider you words. Spell-check. Re-read (or have someone read the letter.)
- This letter is not the appropriate outlet to complain about the Church or take up issues.
- The archdiocese has asked that the letter be read by Bryan before submission to Bishop Haines' office. Please be assured that follow-up for any clarification is very rare.

VERY IMPORTANT NOTES FROM BISHOP HAINES:

- Bishop Haines reads every single letter and takes them very seriously.
- Confirmation is one of his most enjoyable things to do as a bishop, and the letters are one of the best ways for him to interact with you, prepare for your Confirmation Mass and stay in touch with the young Church.

**ALL LETTERS ARE DUE IN THE CHRISTIAN FORMATION OFFICE
ON OR BEFORE YOUR FINAL SESSION (March 21 or 23)**