

Original copy mailed to Diocese where visit is taking place

Name of Bishop

Name of diocese

Mailing address

Cop should be sent to parish where visit is taking place

Name of Pastor

Name of parish

Mailing address

Your Excellency:

In accordance with the guidelines approved by the United States Conference of Catholic Bishops, this is to certify that the

Reverend your name

(born *00/00/0000*, ordained *00/00/0000*), a priest/deacon serving in the Diocese of *provide name*, is in good standing with the Arch/Diocese/Province of *provide name*. Rev. *your name* is the *your title* of *name of parish assigned to* in *city, state*. With your permission, Father *your name* would like to celebrate the *state what type of mass you will celebrating and for whom* at *name of parish* Parish, *city*, on *date of mass/or dates of visit/vacation*.

In regard to Father *your name* I am able to make the following statements:

- He is a person of good moral character and reputation.
- I know nothing which would in any way limit or disqualify him from this ministry.
- I am unaware of anything in his background which would render him unsuitable to work with minor children or any person who habitually lacks reason.
- I am unaware of any incident in which he may have been involved which would adversely affect his performance as a priest.
- To the best of my knowledge, he does not have a current, untreated alcohol or substance abuse problem, nor does he have a current untreated emotional or mental health problem.
- He is in compliance with our policies and procedures related to the protection of children and young people.

Please know that I am available to answer any additional questions you may have about this priest, and can be reached at *telephone and email address for contact signing the letter*

Respectfully in Christ,

(Please affix the seal of the diocese or province)

Name and Title

Letter should be signed by a Bishop, Superior, Vicar for Clergy, or Chancellor.

(Today's date: *00/00/0000*. Effective dates: *00/00/0000 through 00/00/0000*.)

Letter should be mailed to Diocese on official letterhead and with Diocesan Seal.