



How to write a letter to the Bishop

As part of the confirmation process, you will need to write a letter of intent to the Bishop. This letter expresses your desire to be confirmed, and also gives him the opportunity to get to know a little bit about you and your faith journey. The Bishop will read all of these letters, so if you write something of little substance or that consists entirely of “knock-knock” jokes, he will know.

Letters should include the following:

- A salutation to the Bishop (***Dear Bishop Morneau,***)
- The reason you would like to be confirmed
- Your confirmation name and why you chose it
- A request to receive the sacrament

Some other items that would be good to discuss in your letter include:

- Something you learned about confirmation or in the program
- How your faith journey has affected your life
- Why the Catholic Church is important to you
- Who your sponsor is and why you chose them

Please limit your letters to 1-2 pages single-spaced if you can; this is not intended to be a thesis paper about your confirmation process and the Bishop will not be grading it. ***Bishop Morneau will be confirming you into the Church, so make sure you address the letters to him.*** If you have questions about the letter, please let me know.

Letters will be due May 1st. Please plan to have letters completed by this date. Above all else be yourself in your letter, remember, the Bishop is not looking for a theological statement. He quite simply wants to learn a little bit about you and why you wish to receive the sacrament.