

*Original copy mailed to Diocese where visit is taking place*

*Name of Bishop*

*Name of diocese*

*Mailing address*

*Copy 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 vulnerable adults.
- 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.***