

THE ROMAN CATHOLIC
ARCHDIOCESE OF ATLANTA



Memo

Date: June 3, 2019
To: Pastors, Deacons, DRE's & Secretaries
From: Mardessa Smith, Sr. Executive Assistant, Office of the Archbishop
Re: Spring 2020 Confirmations

The scheduling of Confirmations taking place between **January 2020 and July 2020** has begun. Please complete and submit the attached request form by mail, fax or e-mail (**one submission only**). If you choose to submit the request form via e-mail, be sure to attach the completed form to the e-mail. Requests that are incomplete will be returned.

Please note that the request forms are handled on a first come, first served basis for the calendars of Bishop Konzen or Bishop Shlesinger. Parishes will be notified via email with a letter confirming the date, time and respective bishop no later than July 2019.

If you have any questions about scheduling a Confirmation, please contact me by phone at (404) 920-7303 or e-mail mwsmith@archatl.com.

POINTS TO CONSIDER:

- Fridays, Saturdays and Sundays are the most requested days for Confirmation. For parishes located within the perimeter, please choose a weeknight for your Confirmation if possible.
- The bishops are **not** available on the following dates in 2020:
 - January 6 – January 10, 2020
 - June 10 – June 14, 2020
- If the number of Confirmation candidates is fewer than ten, consider joining with a neighboring parish or celebrate the Sacrament of Confirmation every two years. If the number of candidates is larger than 80, please consider having two liturgies.

- The Fall 2020 Confirmation schedule will open on Monday, January 6, 2020.
- The Spring 2021 Confirmation schedule will open on Monday, June 1, 2020.

REQUEST FOR CONFIRMATION ARCHDIOCESE OF ATLANTA

NAME OF PARISH: _____ Phone # _____
[PLEASE PRINT]

ADDRESS: _____

1ST PREFERENCE _____
Month and Date Year Day of the Week Time

2ND PREFERENCE _____
Month and Date Year Day of the Week Time

3RD PREFERENCE _____
Month and Date Year Day of the Week Time

LUNCH/OR
DINNER: Yes ___ Time _____ No ___ PARISH RECEPTION: Yes ___ No ___

APPROXIMATE NUMBER OF CANDIDATES _____ APPROXIMATE AGE OF CANDIDATES _____

PLEASE INDICATE IF A LANGUAGE OTHER THAN ENGLISH IS NECESSARY FOR THE LITURGY: _____

CONTACT PERSON: _____ EMAIL: _____

NOTE: ONLY INCLUDE CONTACT PERSON RESPONSIBLE FOR EVENT.

DATE _____

[PLEASE PRINT]

PLEASE COMPLETE THIS CONFIRMATION REQUEST AND RETURN TO

Mardessa Smith
2401 Lake Park Drive
Smyrna, GA 30080-8862
or
CONFIRM@ARCHATL.COM