

Incoming Speaker Request

Diocese of Lafayette-in-Indiana

Summary

Speaker: _____ Date of Event: _____

Event: _____

Parish / Location: _____ Today's Date: _____

Letter of Good Standing, (LGS,) will be requested by: Speaker Event Coordinator Bishop's Office

Enter the date if the Letter of Good Standing was requested by the Speaker or Event Coordinator, all other blanks are for OFFICE USE ONLY.

Date LGS Requested: _____ Date LGC Received: _____

Background Check Approved: _____ Authorized by: _____

Final Approval Granted: _____ Authorized by: _____

Event Coordinator

Parish/Office: _____ Phone: _____

Coordinator: _____ Email: _____

Event Approval (Priest/Supervisor): _____
(Signature) (Date)

Speaker Catholic

Name of Speaker: _____ Phone: _____

Affiliation / Employer: _____

Address: _____

Email: _____

Credentials/Background: _____

Name of Reference: _____ Phone: _____

Affiliation (Diocese/Parish, Religious Order, Organization): _____

Connection to Speaker (Bishop/Pastor, Superior, Supervisor): _____

Address: _____

Email: _____

Incoming Speaker Request

Diocese of Lafayette-in-Indiana

Event

Date of Event: _____ Event Title: _____

Topic Summary: _____

Mark all that apply:

Audience: Children under 12 Teens 13-17 Young Adults Adults Families

Price of Admission/Donation/Offertory: _____ Extra Collection during Event? Yes No

Proceeds go to what organization? _____

Event Location

Event Location: _____

Address: _____

Registration Contact: _____ Phone: _____

Name and signature of Priest required IF event is taking place in a location other than the coordinating Priest's parish.

Pastor of Location: _____
(Signature) (Date)

Liturgy

Will Mass be celebrated during this Event? Yes No

Celebrant: _____ Affiliation: _____

Concelebrant: _____ Affiliation: _____

Concelebrant: _____ Affiliation: _____

Confessions Offered? Yes No

Names of Priests hearing Confessions: _____

Other Liturgical Celebrations? Yes No

Please explain: _____

Names of Priests: _____

Signature of Coordinator: _____ Date: _____