

**Bishop's Visit
Information Form**

Name of Parish: _____ Date: _____

Times of Service(s): _____ Location: _____

In order to assist the Bishop to prepare for his visit to the parish could you please provide the following information?

- ◆ We request that the Bishop: _____ preside _____ preach
- ◆ The service will also include: Baptism of ___ candidates; confirmation of ___ candidates; reception of ___ candidates
Other: _____
- ◆ The liturgical parts of the service are: _____ spoken _____ sung
- ◆ What vestment style is usually worn? _____
- ◆ Who is to be the Bishop's chaplain? [*only requested for special liturgies*] _____
- ◆ Which setting is being used for the Eucharist? _____ Which Eucharistic prayer? _____
- ◆ Propers to be read: First/ Old Testament Reading: _____
Psalm: _____
Second Reading: _____
Gospel: _____
- ◆ Is the psalm said or sung? _____
- ◆ Who leads the psalm? _____ Is the psalm prayer used? _____yes _____no
- ◆ Will there be a lay person to lead the prayers of the people? _____yes _____no
- ◆ Is the peace exchanged among the people? _____yes _____no
- ◆ Who will set the altar at the time of Eucharist? _____ Are there servers? _____yes _____no
- ◆ Is there a gathering after the service? _____ In what form? _____
- ◆ Will there be an opportunity to meet with the Church Committee? _____ If so, at what time? _____
- ◆ Are there any other dedications or details of the visit that the bishop should be aware of?

Please send a copy of the bulletin to the Synod Office by fax or email prior to the Bishop's departure to your parish.