

Letter Writing Guidelines

Remember that your letter must be handwritten! This is a requirement from Fr. Don that we support. Please make sure it is carefully written and legible. The letter should have at least 5 parts.

1. Address your letter in a respectful way, i.e., "Dear Fr. Don"
2. Introduce yourself with your full name
3. State why you are writing the letter, i.e., your desire or intent to be confirmed.
4. State why you are choosing to be confirmed. Be honest and reflective, i.e., you want to continue your discipleship in the Church, your family/parents want you to be confirmed, because that is what you are supposed to do in 9th grade, etc.
5. Close your letter respectfully, i.e., "Sincerely" and sign your full name.

There is no length or word count requirement.

Example Letter (this is a sample only; write from your heart)

Dear Father Don,

My name is __ (your full name) __ and I want to be Confirmed on Saturday, February 27, 2021. I am choosing to be confirmed because I want to grow closer to God and the Catholic Church. I feel that I am ready to take this step in my faith development. I am excited for this Sacrament and I pledge/promise to continue my faith formation and be part of the mission of St. John the Evangelist Parish.

Sincerely,

(Your full name)