

# **PASTOR’S LETTER—Due the week of the retreat**

## **SAMPLE LETTER TO THE PASTOR (actually given to our pastor, Fr. Kelly)**

*“Sample” means you may use this for ideas, but your letter should NOT look exactly like this!*

*Date*

*Reverend John D. Kelly  
Blessed Sacrament Church  
1427 W. Braddock Rd  
Alexandria, VA 22302*

*Dear Father,*

*[open with a greeting such as, “God bless you as you lead us our parish” or “The purpose of my letter is to request the Sacrament of Confirmation”]*

*During this past year, I have studied the Catholic Faith, and it is very important to me because...*

*The saint that I chose for my patron for Confirmation is Saint/Blessed...*

*St. \_\_\_\_\_ is well known for...*

*The reasons I chose St. \_\_\_\_\_ for my patron are...*

*As a requirement in preparation for Confirmation, I have participated in an apostolic project.*

*My project involved...*

*I wish to be confirmed because...*

*Thank you, Father Kelly, for...*

*Please say a prayer for me as I continue preparing for the coming of the Holy Spirit in the Sacrament of Confirmation. I will pray for you and your intentions.*

*God bless you.*

*Sincerely,*