

EXAMPLE

Office of the Archbishop
777 Forest St. N
St. Paul, MN 55106

Dear Archbishop Hebda,

I, (name), a member of St. Joseph's Catholic Church has completed the program of preparation for Confirmation. I request the privilege of being confirmed into the Catholic Church because..... (fill in the blank)

As a full member of the Church, I promise to strive to...(fill in the blank) and I will continue to be involved in the church by.....(fill in the blank)

I trust you will grant this request.

Respectfully,

(Your name)