

REQUEST FOR GUEST SPEAKERS

TO COME INTO THE DIOCESE OF PUEBLO

Name of person inviting speaker: _____

Position: _____

Parish (or Other Catholic Group): _____

Address: _____

Phone: _____ Email: _____

A Pastor from the Parish must indicate his approval of the speaker to be invited.

Name of Approving Pastor: _____

Name of invited speaker: _____

Address: _____

Phone: _____ Email: _____

Diocese/Order/Other: _____

Speaking Event: _____

Date(s) on site: *from* _____ *to* _____

Will the invited speaker be working with children? Yes _____ No _____

Anyone working separately with children (*under 18*) must provide proof of Safe Environment certification and a Background check, before conducting any ministry.

Clergy and Religious must provide a current (within the past year) Letter of Suitability from their Ordinary/Superior, before conducting any ministry.

Laypersons must provide a current (within the past year) Letter of Recommendation from the Parish/Diocese, before conducting any ministry.

Requests can only be processed after all required documents have been received. Once all required documents are accounted for, a letter will be mailed to you and the invited speaker to notify you of the decision.

Please allow a minimum of **2 weeks** to process the request.

Submit this completed form and all required documents to:

Email (Preferred Method)

Jamie Beal
Administrative Assistant
Office of the Chancellor
chlr_admin@dioceseofpueblo.org

OR

U.S. Mail

Reverend Matthew Wertin, Chancellor
Catholic Pastoral Center
101 North Greenwood Street
Pueblo, CO 81003

Chancellor's Office Use Only

Permission granted:___ Siganture:_____Date:_____

Permission refused:___ Reason:_____