

## How to Write your Letter to the Bishop

1. Start with a fresh, blank piece of paper where you write today's date.
2. Write: Dear Bishop McGrattan,
3. Tell him your name, your age and your school.
4. Include all details in your letter.
  - a. What did you learn in the online course? What stood out for you? How did the course help you understand the Sacrament of Confirmation?
  - b. What is your Saint Confirmation name and why did you choose it? Why is it a special name for you now?
  - c. Who is your sponsor? Why did you choose him or her? (give details about him or her) How will you continue your spiritual relationship after the Confirmation ceremony?
  - d. What service project did you complete? Where was this project? What did you learn from it? What works of mercy did you share?
  - e. Why do you want to be Confirmed?
5. Sign off with a friendly ending: Thank you for your encouragement/Thank you for your leadership/Thank you for praying for me/etc.
6. Sign your letter and print your name under your signature.
7. Hand in your letter to the Parish Office at the due date.