



PASTORAL OFFICE  
**D**IOCESE OF **B**AKER

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## Notification for Visiting Lay Presenters in the Parish

Whenever a parish or group extends an invitation to offer any kind of presentation by a lay person who lives outside the Diocese of Baker or a resident of the Diocese who has not completed a background investigation, the Vicar General is to be notified in advance. Please submit this form so that the Vicar General can contact the pastor of the person in question to check the credentials of the person who has been invited as a guest presenter.

**Name of Invited Presenter:** \_\_\_\_\_

Person/group inviting the Presenter: \_\_\_\_\_

Parish or Location he/she will visit: \_\_\_\_\_

Ministry he/she will provide: \_\_\_\_\_

Dates during which he/she will serve in the parish: \_\_\_\_\_

Name of Presenter's pastor: \_\_\_\_\_

Name of Church: \_\_\_\_\_

Address of Church: \_\_\_\_\_

\_\_\_\_\_

Phone number of pastor: \_\_\_\_\_

Fax number of pastor: \_\_\_\_\_

Email (if available): \_\_\_\_\_

By signing below, the pastor or administrator of the parish extending the invitation indicates he is aware of and approves the invitation being extended.

\_\_\_\_\_  
Signature of the pastor/administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Pastor's Name

\_\_\_\_\_  
Parish Name/City