

2012 MASS INTENTION REQUEST FORM

Your Name _____ **PHONE** _____

1st WEEKEND MASS REQUEST

Mass Intention _____

Requested by: _____

Date _____ Time _____

Alt. Date _____ Time _____

2nd WEEKEND MASS REQUEST

Mass Intention _____

Requested by: _____

Date _____ Time _____

Alt. Date _____ Time _____

Weekday Mass Intention _____

Requested by: _____

Date _____ Time _____

Alternate Date _____ Time _____

Weekday Mass Intention _____

Requested by: _____

Date _____ Time _____

Alternate Date _____ Time _____

Weekday Mass Intention _____

Requested by: _____

Date _____ Time _____

Alternate Date _____ Time _____

Only four Advent Candles are available for requests and will be taken as first come first serve.

Sanctuary Candle req. _____ Date _____

Requested by: _____

Flower req. _____ Date _____

Requested by: _____

We will do our best to honor request, but please be advised: Scheduled Masses may need to be moved to another day due to the availability of the priests and/or funerals. You will be called if any changes are made.

Date Received _____ Received by _____

Stipends must be paid in full when scheduling. Cash _____ Check number _____

Total amount paid \$ _____ Stipends: Mass \$10 _____ Candles \$10 _____ Flowers \$40 _____ Mass Card _____

2012 GUIDELINES FOR SCHEDULING MASS INTENTIONS

The Mass Record Book will open Tuesday, November 1.

No masses will be scheduled for next year prior to this date, except Silver and Golden Wedding Anniversaries, these can be scheduled now.

All mass requests must be made in writing. Please do not bring your mass requests to the rectory until November 1. Use the form on the reverse side of these guidelines. All requests will be honored in the order they are received.

Scheduling will take place in the Annex on November 1st beginning at 9:00 a.m. until Noon. Requests will be taken at the rectory thereafter.

Parishioners included on our shut-in list may call the rectory office November 1, or mail their request.

Mass stipends are \$10.00 and are to be made when requesting masses. No mass will be permanently affixed a date in the mass book without a stipend.

In Memory:

The **Sanctuary Candle**, calling us to awareness of Christ's presence, burns in memory of loved ones, or to honor special occasions in the lives of parishioners. The donation is \$10.

Flower arrangements in memory of loved ones, or honoring a special occasion, may also be provided. The cost is \$40.

All parishioners need to be mindful that one weekend Mass is required to be said for the intention of the Living and Deceased of the Parish.

Scheduled Masses on Thanksgiving, Christmas, Holy Thursday, Easter, Mother's Day, Father's Day, and All Souls Masses are always for the intention of the Living and Deceased of the parish.

Our Current Mass Schedule, which is subject to change, is:

Saturday Evening: 5:00PM (APRIL TO OCTOBER)
4:00PM (NOVEMBER TO MARCH)

Sunday Morning: 7:30AM, 9:00AM, 11:00AM

Weekdays: 7:00AM, 9:00AM (No 7:00 a.m. mid-June thru mid-September)

Should a mass be canceled for a particular reason, such as a funeral, the person who schedules the intention will be contacted.

GUIDELINES FOR SCHEDULING MASSES ON SPECIFIC DATES:

- TWO WEEKEND MASSES MAY BE REQUESTED. HOWEVER, **YOUR FIRST REQUEST WILL BE SCHEDULED ON NOV. 1.**
YOUR SECOND REQUEST WILL BE SCHEDULED LATER IN THAT WEEK.

Church governance requires only one intention (person) per Mass. However, for pastoral concerns to better accommodate the needs of parishioners, we will adhere to the following:

- ONLY TWO FIRST NAMES WITH THE SAME LAST NAME (*John and Mary Scott*)
- TWO LAST NAMES ONLY (*Scott and Smith Families*)
- THREE WEEKDAY MASSES MAY BE REQUESTED ON NOV. 1.
Additional weekday Masses may be requested throughout the year.

Mass Requests for the Living

You may also request Masses for the living: "For the Spiritual/Temporal Welfare of".... or "For Spiritual Blessings for"or "For A Happy and Blessed Birthday for...."

*(Some weekend Masses may be made available for those experiencing an unexpected illness or death in the family.)
Afterwards, a person may seek additional intentions provided they meet the above guidelines.*

2012 Mass Requests

If you are unable to come on November 1 requests will be taken throughout the year at the rectory, Monday through Wednesday from 9:00 a.m. to 4:00 p.m. Ask for Susan.

Organizations please take note:

Church organization requesting a specific Sunday must turn in a Mass request form with stipend. These will be taken immediately to assure the date.

Thank you for your cooperation.

The 4 Sundays following Easter Sunday—Offertory gifts will be taken to the Altar by First Communicants.