

POLICY 4.1 Inviting a Presenter or Preacher

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The purpose of this policy is to ensure that any event that, either explicitly or implicitly, could be seen as having the endorsement of the Archbishop has, in fact, received it. Therefore, before a formal invitation is made by a parish, archdiocesan committee, or Catholic organization or school, to invite into the Archdiocese a presenter or preacher for a retreat, rally, workshop, mission or any other such extraordinary event, the person or group who intends to invite this person must notify, in writing, the Archbishop, the Vicar General or the Chancellor of their wish to do so.

The inviting party is to provide:

- a curriculum vitae of the person they wish to invite,
- a description of the topic(s) they will be treating, and
- a general outline of the event itself.

Only when the archbishop gives his approval may a more formal invitation be made to the intending speaker or presenter or animator. This means that, while the inviting person or group may take preliminary steps to learn the availability and interest of the presenter or preacher, they should not finalize any arrangements until receiving approval from the Archbishop.

Accepted by the College of Consultors on 21 June 2011
Amended by the College of Consultors on 16 February 2011
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