(A MODEL LETTER TO THE BISHOP)
[Please use your own words and ideas.]

Follow the letter format below including the paragraphs as described.
Type the letter using Times New Roman font size 12 and add your SIGNATURE in pen above your typed name. If necessary to hand write your letter, use a pen and your very BEST handwriting.

- -

(your complete name)
(street address)
(city, state)
(date)

Dear Bishop _____, (← insert the Bishop's last name in the blank)

First paragraph:
(Short paragraph telling why you want to be confirmed.
Emphasize how you live out your faith and witness to Christ in your daily life.)

Second paragraph:
(Tell who your patron saint is, why you chose them, and several things about him/her.)

Third paragraph:
(Tell the name of your sponsor and the reason that he/she was chosen. Also explain which gift(s) of the Holy Spirit you admire in your sponsor and how they demonstrate it.)

Fourth paragraph:
(Describe your service activities/projects from 7th and 8th grade. Explain how your service shows you are living as a Christian.)

Closing paragraph:
(End with a thank you, making it genuine.)

Sincerely,

(your signature)

(your typed name)