



Memo

Date: May 31, 2021
To: Pastors, deacons, DRE's and secretaries
From: Mardessa Smith, Sr. Executive Assistant, Office of the Archbishop
Re: Spring 2022 confirmations

The scheduling of confirmations taking place between **January 2022 and July 2022** has begun. Please complete and submit the attached request form by mail, fax or e-mail (**one submission only**). If you choose to submit the request form via e-mail, be sure to attach the completed form to the e-mail. Requests that are incomplete will be returned.

Please note that the request forms are handled on a first-come first-served basis on Archbishop Hartmayer, Bishop Konzen or Bishop Shlesinger's calendar. Parishes will be notified via email with a letter confirming the date, time and respective bishop no later than Friday, July 2. If you have any questions about scheduling a confirmation, please contact me by phone, 404-920-7303, or e-mail, mwsmith@archatl.com.

POINTS TO CONSIDER:

- Fridays, Saturdays and Sundays are the most requested days for confirmation. Parishes located within the perimeter, please choose a weeknight **no later than 6p.m.** for your confirmation if possible.
- The bishops are not available on the following dates in **2022**:
 - Monday, January 3-Friday, January 7
 - Saturday, May 14
 - Monday, June 13-Friday, June 17
- If the number of confirmation candidates is fewer than **ten (10)**, consider joining with a neighboring parish or celebrate the sacrament of confirmation

every two years. If the number of candidates is more than 80, please request two liturgies.

- The fall 2023 confirmation schedule will open on Monday, January 3, 2022.
- The spring 2023 confirmation schedule will open on Monday, June 6, 2022.

REQUEST FOR CONFIRMATION ARCHDIOCESE OF ATLANTA

NAME OF PARISH: _____ Phone # _____
[PLEASE PRINT]

ADDRESS: _____

1ST PREFERENCE _____
Month and Date Year Day of the Week Time

2ND PREFERENCE _____
Month and Date Year Day of the Week Time

3RD PREFERENCE _____
Month and Date Year Day of the Week Time

LUNCH/OR
DINNER: Yes ___ Time _____ No ___ PARISH RECEPTION: Yes ___ No ___

APPROXIMATE NUMBER OF CANDIDATES _____ APPROXIMATE AGE OF CANDIDATES _____

PLEASE INDICATE IF A LANGUAGE OTHER THAN ENGLISH IS NECESSARY FOR THE LITURGY: _____

CONTACT PERSON: _____ EMAIL: _____

NOTE: ONLY INCLUDE CONTACT PERSON RESPONSIBLE FOR EVENT.

DATE _____

[PLEASE PRINT]

PLEASE COMPLETE THIS CONFIRMATION REQUEST AND RETURN TO

Mardessa Smith
2401 Lake Park Drive
Smyrna, GA 30080-8862
or
CONFIRM@ARCHATL.COM