



DIocese of WHEELING-CHARLESTON

OFFICE OF WORSHIP AND SACRAMENTS

MEMORANDUM

TO: Pastor / Confirmation Coordinator
FROM: Office of Worship and Sacraments
RE: CONFIRMATION – FALL 2024
DATE: APRIL 10, 2024

Greetings in Christ!

We are beginning the process of scheduling Confirmation for the Fall of 2024!

If your parish wishes to schedule a Confirmation celebration this coming Fall, please complete the following form (see page 2) and return it to the Office of Worship and Sacraments. We will need to hear from your parish on or before **May 6, 2024** to be scheduled for **FALL CONFIRMATION 2024**.

Before making your request, please consult with your Confirmation catechists to determine the earliest possible date your candidates will be prepared. Given the reality of Bishop Brennan's schedule and the geography involved, efforts will be made to cluster Confirmation celebrations together within the Vicariate structure when possible.

Please review your own parish calendar before requesting dates so that last-minute scheduling conflicts can be avoided. **We ask that you also include weeknight possibilities and times on the confirmation request form.** The Diocese tries very hard to honor requested dates and times: however, this is not always possible, as there are many factors that affect the overall schedule.

Bishop Brennan will be consulted, and the schedule will be set. Parishes **will be notified** of the date and time for their celebration as soon as possible once the schedule is set.

Thank you for your kind attention to this important celebration in the life of the Church.

CONFIRMATION REQUEST

Our faith community will have candidates prepared to celebrate the
Sacrament of Confirmation during the **FALL OF 2024.**

PARISH: _____

CITY: _____

VICARIATE: _____

APPROXIMATE NUMBER OF CANDIDATES: _____

Please also include weeknight possibilities along with times:

Earliest Possible Date: _____

Preferred Day/Dates/Times:

1.	_____	_____ a.m.	_____ p.m.
2.	_____	_____ a.m.	_____ p.m.
3.	_____	_____ a.m.	_____ p.m.
4.	_____	_____ a.m.	_____ p.m.

While requested dates are used as a guideline for scheduling Confirmation celebrations within the Diocese of Wheeling-Charleston, the request of a specific date in no way guarantees that date on the Bishop's schedule.

Requests must be received in the Office of Worship and Sacraments by **May 6, 2024.**

SIGNATURE: _____
Pastor / Administrator

Please return this form to: Diocese of Wheeling-Charleston
Office of Worship and Sacraments
P.O. Box 230
Wheeling, WV 26003
ATTN: Karen Muenze

Forms may be faxed to 1-304-233-8551, or scanned and e-mailed to: kmuenze@dwc.org
(Note: please include the 1-304 if sending by fax)