**St. John The Baptist RC Church**
Department of Faith Formation
1488 North Country Road,
Wading River, New York 11792
www.sjbwr.org Phone: 631-929-4339

# Instructions for Writing Your "Confirmation Request" Letter to Our Pastor

In the Sacrament of Confirmation, you shall reaffirm your Baptism and be sealed with the Gift of the Holy Spirit. As a sign of your faith commitment in your religious formation, you are requested to write a letter to our Pastor, **Father Ralph Sommer**, describing your desire to receive the Sacrament of Confirmation before the end of your 8th Grade studies.

In your letter, please include the following elements:

- State your chosen **Confirmation Name.** *(Note: It can be your recognized first name if you want, provided that your first name is connected to a Saint's Name. For Example: Your birth name is **John** and you'd like to have **Saint John** as your confirmation name).*
- Briefly describe the life of the Saint you chose to report on and why their story is significant to you.
- Explain to Father **who** you have chosen to be your sponsor and describe **why** this person is special in your life.
- Explain to Father **why** you want to receive the Sacrament of Confirmation.
- List the Acts of Service projects you have or will participate in and describe what you have learned or plan to learn from these experiences.
- Explain what you are doing now to prepare to receive the Sacrament of Confirmation.

This letter should be typed and printed on white stationery paper (8½" x 11") or can be handwritten in pen (not pencil) neatly on writing stationery (not on loose-leaf lined paper). If typed, choose a font size between 12 and 14. Please address your letter to the pastor **Rev. Ralph Sommer,** or our church, **or email to** shepherd@sjbwr.org

Please drop off your Letter or Mail it to:
Reverend Ralph Sommer, Pastor
**St. John The Baptist Church**
Department of Faith Formation
1488 North Country Road
Wading River, NY 11792

**IMPORTANT: Your letter is to be signed and witnessed by your parents/guardians (*with both their names typed under their signature*), and then signed by you (with your name typed under your signature).**

*Rev. 12/2025a*

Date: _____

In a ***short letter of five paragraphs,*** explain to Father Ralph why you want to receive the Sacrament of Confirmation.

Opening: Begin with the proper salutation, "Dear Fr. Ralph,"

Paragraph 1- Tell Father Ralph *who* you are. Say something about your family, background, name of school, etc. Introduce yourself! **(3-5 sentences).**

Paragraph 2- Request to receive the Sacrament of Confirmation. Explain *what* Confirmation means to you and why it is important to you. Make this personal and not simply, "to become an adult in the church" or "to become closer to God". Give this some real thought. Explain how you will be changed after being confirmed. **(3-5 sentences).**

Paragraph 3- Explain your spiritual preparation. How have service projects/(or other ministry nights) deepened your spiritual life? You could mention how Mass participation and reconciliation has prepared you. This paragraph explains *why* you feel you are ready to embrace the Sacrament of Confirmation. **(3-5 sentences).**

Paragraph 4- Discuss the reasons why you chose either your Saint or your Sponsor. What does this Saint or Sponsor mean to you? (3-5 sentences).

Paragraph 5- Outline *where* and *how* you will use the gifts of the Holy Spirit in your life. During Confirmation you are being asked to live out your faith in the world just as the Apostles were asked when the Holy Spirit came down during Pentecost. What difference will you make? (3-5 sentences).

Closing: Use an appropriate salutation, including proper capitalization and use of a comma. For example: Sincerely, John Doe

Signed by: _____ Date: _____

Witnessed: Parent: _____ Date: _____

Parent: _____ Date: _____