

Episcopal Visitation Information Form

Thank you for providing thorough information so that the Bishop can plan accordingly. Please complete this form and return it (email) alisk@thediocese.net, (fax) 804-644-6928, or (mail) 110 West Franklin Street, Richmond, Virginia 23220.

Bishop _____ will be visiting _____ in _____ on _____
Visiting Bishop church name location date

Contact Information

Rector, Vicar or Priest-in-Charge: _____ Church Phone: _____

Rector, Vicar or Priest-in-Charge Home Phone: _____ Cell: _____

Church street address (for GPS): _____
(or include directions if necessary)

Mailing address (if different): _____
[Please include ZIP code]

Parish Office Contact & Info: _____

Worship Service

Service Time(s): _____ What time should the Bishop arrive? _____

What Readings will be included in the service? _____
(If the visitation is during the season of Pentecost, please note which Track will be used.)

Will there be baptism, confirmation, reception, or reaffirmation of baptismal vows? Yes No
(Numbers can be approximate; certificates will be mailed to you upon receipt of this form)

Baptismal Candidates _____ / _____ / _____ (Infants/Children/Adults)

Confirmation Candidates: Under 19 years of age _____ Over 19 years of age _____

Receptions _____ Reaffirmations of Baptismal Vows _____

What is your preference for the bishop's vestments?
Rochet and Chimere – Color (stole): _____

Chasuble and Miter – Color: _____

The custom in Virginia is to use the following Liturgical colors:
White = Baptism, Easter
Red = Confirmation (No Baptisms)
Purple/Blue = Advent
Purple/Unbleached Linen = Lent

What's Happening?

What is the proposed schedule for the bishop's time with the parish? Please use the next page to include time before the service to meet with candidates, sign certificates/prayer books (if necessary) and review the parish registers. Also note any other activities, before or after the service, to which you would like to invite the bishop (e.g., vestry meeting, search committee meeting, reception/luncheon, Sunday school visit, adult education time, special event, etc.).

What particular joys and challenges has the congregation experienced in the past 6 months or so?

Is there anything else that would be helpful for the bishop to know to prepare for the visit? (Please use the next page, if necessary)

Form sent by (name): _____ Date _____

Email: _____

More information about the visitation: