

Letter to Father
Requesting the Sacrament of Confirmation

General Guidelines

- Type your letter using 12 font – does not need to be double-spaced.
- Use the Times New Roman font.
- Write in complete sentences and paragraphs.
- Follow the outline below.
- Bring your letter to class by **January 28, 2009**. Father likes to receive all the letters at the same time so that none of them will get lost.
- You may put your letter in an envelope if you wish but it is not necessary. Make sure your name is on the letter and the envelope.
- If you have any questions please call me.

Greeting

Begin your letter with the greeting: Dear Fr. Vu

Body of the letter

- Introduce yourself
- Request the sacrament
- Father would like to know:
 1. What you have learned about your faith and your relationship with Jesus.
 2. How many service hours you have completed and what type of service work you have done.
 3. How your prayer life is.
 4. How will you continue to grow in your faith.
 5. How will you witness to your faith in the community – how will you put your faith into practice – to live your faith?

Conclusion

- Conclude the letter and sign your first and last name.