

SAMPLE LETTER OF INCARDINATION AND FACULTIES

[Name of diocese or other episcopal ministry]

LETTER OF INCARDINATION AND FACULTIES

[Date]

[Deacon or Priest Name]

Address

City/St/Zip

Dear Reverend [name]

You are hereby incardinated into the [name of diocese or other episcopal ministry] and I receive you into my episcopal care under the ordinary ecclesiastical authority granted me as a bishop ordinary of the one, holy, catholic and apostolic Church.

You are granted faculties to execute the sacramental and traditional ministries of the holy order of [deacon or priest], together with the rights and responsibilities appertaining thereto.

Sincerely,

Name of bishop ordinary

Name of diocese or other episcopal ministry