

## CONFIRMATION GUIDELINES AND SCHEDULE 2008

- Individual congregations need to submit the names of those being confirmed, received, or reaffirmed to Patty Leonard, Bishop Beckwith's secretary **two (2) weeks prior to confirmation date**.
- The District Convener needs to communicate with Kitty Kawecki as accurate a number as possible of those expected to attend the reception **one (1) week prior to the confirmation date**.
- The Liturgical Coordinator for each District needs to invite/identify individuals to participate in the service for the following jobs – this information needs to be given to Kitty Kawecki one (1) week prior to the confirmation.
  - Reader (there should be 2)
  - Thurifer
  - Incense boat
  - Crucifer
  - Torch bearers (there needs to be 2)
- The Liturgical Coordinator will act as Minister of Ceremonies. Your liturgical coordinator should already be in contact with Sandye Wilson, Confirmation chair of the Liturgy and Music Commission.
- Three deacons are already scheduled to assist with reading the gospel, setting the table, dismissing and as Eucharistic ministers.
- District Convener and/or Liturgical Coordinator needs to communicate to the participating congregations that if there is a performance/concert/game at NJPAC or the Prudential Center parking will be expensive so carpooling or taking mass transit should be encouraged.
- Despite the fact that we are now at the Cathedral, the cost of the reception is still the responsibility of the districts. Participating congregations need to be prepared the day of the Confirmation to pay, either in cash or by check, for their portion of the reception. As an example, if the reception is for 200 people (at a cost of about \$400) and 5 congregations are participating, then each is responsible for about \$80. **If the district does not want a reception following the service, that needs to be communicated to Kitty Kawecki at least one (1) week prior to the service.**
- Service Participants should be to the Cathedral **45 minutes prior** to the service for a brief rehearsal.
- People being confirmed, received or reaffirmed should be to the Cathedral. **30 minutes prior** to the service.
- All those to be confirmed, received or reaffirmed should have a 3 x 5 index card on which is written their **given** name in large black letters, so that the Bishop can read it and call them by the right name as he/she confirms them.
- All participating congregations may bring their banner to carry as they process in.
- The people being confirmed, received or reaffirmed as well as their mentors and sponsors sit in the first few pews on both sides of the aisle, as do the lectors/readers.
- The people being confirmed, received or reaffirmed from each congregation stand and are presented as a group by their priest. After each group is presented, it sits down and the next group rises.

**CONFIRMATION SCHEDULE  
2008**

<b>Day/Date</b>	<b>District</b>	<b>Church</b>	<b>Time</b>
Saturday, April 5, 2008 Reception – NJPAC (Lobby)	1	Trinity & St. Philip's Cathedral, Newark	10 AM
Sunday, April 6, 2008 Reception – NJPAC (Chase Room)	7	Trinity & St. Philip's Cathedral, Newark	3 PM
Sunday, April 20, 2008 Reception – 24 Rector Street	4	Trinity & St. Philip's Cathedral, Newark	3 PM
Saturday, April 26, 2008 Reception – 24 Rector Street	8	Trinity & St. Philip's Cathedral, Newark	3 PM
Sunday, April 27, 2008 Reception – 24 Rector Street	9	Trinity & St. Philip's Cathedral, Newark	3 PM
Saturday, May 3, 2008 Reception – 24 Rector Street	3	Trinity & St. Philip's Cathedral, Newark	10 AM
Sunday, May 4, 2008 Reception – 24 Rector Street	10	St. Paul's, Paterson	4 PM
Sunday, May 18, 2008 Reception – 24 Rector Street	2	Trinity & St. Philip's Cathedral, Newark Plus Calvary, Summit & St. Michael's, Wayne	3 PM
Sunday, June 1, 2008 Reception – 24 Rector Street	5	Trinity & St. Philip's Cathedral, Newark	3 PM