



## THE EPISCOPAL DIOCESE OF SAN JOAQUIN BISHOP VISITATION CHECK LIST



### Date of Visitation:

Church:

Contact Person:

Mobile Phone:

Address:

Saturday Schedule:

Time:

Place:

Expectations:

Overnight Accommodation:

Sunday Schedule: **(The Bishop will preside and preach at the principal service.)**

The Principal Service time:

Occasion:

Vestment color:

**Bishop David prefers to wear the parish or mission vestments (Stole AND Chasuble) if possible.**

**Please note if Bishop David if to bring his own Vestments Yes      No**

List clergy assisting:

**Even if there are to be Confirmations and/or Baptisms, please use the Lessons for the Day.**

Service details:  Rite I or  Rite II    Collect: BCP page

Readings:        BCP

Hebrew Scripture:

Psalm:

New Testament:

Gospel:

Prayers of the People (which Form of the Prayers?)

*Sursum Corda*:  Spoken or  Sung

Proper Preface: BCP page

Eucharistic Prayer (which Form of the Prayer?)

Lord's Prayer:  Traditional or  Contemporary

Are there particular Liturgical traditions in the congregation that should be considered?

Are there Confirmations and/or Receptions? If so, please have the appropriate form ready for the Bishop's signature. The Confirmation Record sheet can be found on the Diocesan website.

Are there particular events or ministries to be celebrated or highlighted in connection with the Visitation? (e.g. Building Drive, Every Member Canvass, etc.)

Are there any dedications to be done at the service?

What can the Bishop do to support and affirm you and the ministry, of the congregation?

Do you need "Bishop's Discretionary Fund" envelopes?

Yes  No  If yes, how many?

Please make sure there is an announcement, or information given to the parish about the donation to the Bishop's discretionary funds. This is an important part of the work being done here in the diocese, and Bishop David is looking to increase this even further in 2020. Funds given to this should not be given to Bishop David, but rather be sent directly to the diocese: 4147 E Dakota AVE, Fresno, CA 93726.

Senior Warden is :

Junior/People's Warden is:

Please list below all plans for the day, including such events as pot lucks, youth events, meeting with the Vestry, etc. (If planning food events, Bishop David does not have any food restrictions)

**Please remember:**

1. Envelopes are provided for the Episcopal Visitation designated for the Bishop's Discretionary Fund. Make your check(s) payable to the **Bishops Discretionary Fund** and **MAIL** it to the Diocesan Office. 4147 E Dakota AVE Fresno, CA 93726. Please do not ask the Bishop to take them to the Diocesan Office.
2. Please **include confirmation form** if applicable, found on Diocesan Website
3. Please email in a **copy of the bulletin** for that week for Bishop David to [dioadmin@diosanjoaquin.org](mailto:dioadmin@diosanjoaquin.org).