

## **PERMISSION TO MINISTER FOR A VISITING CLERIC**

Clerics from other dioceses are welcome in the Diocese of Crookston. Prior to the beginning of their ministry here, whether it is a single event (i.e. to witness the marriage of a friend or relative) or a lengthy substitution, they must be given permission for their ministry by the Bishop of Crookston.

The following is the procedure to request permission to minister in the Diocese of Crookston. In order to allow for the time necessary to fulfill the requirements of this policy, and if at all possible, the visiting cleric should make his request for permission to minister one month prior to the ministry.

Note: in the exercise of some ministries, as in a visiting cleric witnessing a marriage, the pastor must still give his delegation.

Permission for simple concelebration can also be given at the discretion of the pastor.

### **Procedure**

1. The visiting cleric must request permission to minister from the Bishop of Crookston. (See sample letter online at [www.crookston.org](http://www.crookston.org))
2. The cleric requesting permission to minister is asked to access and read the policies and procedures for the protection of children and young people, available on-line at [www.crookston.org](http://www.crookston.org).
3. The cleric is asked to download from the diocesan website two documents, fill them out, and send them to the chancery;
  - Certification of Non-Conviction Policy, Acknowledgement, and Agreement/ Authorization for Background Check
  - Background Questionnaire Concerning Sexual Abuse, Acknowledgement of Receipt
4. The chancery will
  - A. request a testimonial from the bishop/superior of the place of incardination of the cleric;
  - B. permission to minister will be offered or denied to the cleric in writing, with a copy of the letter being forwarded to the pastor;
  - C. approval for ministry in the Diocese of Crookston will be for a specified period of time, to be determined in the letter of approval, for up to one year.