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**Episcopal Visitation**

**The Right Reverend Kevin Robertson**

**Bishop Suffragan of Toronto**

Diocese of Toronto

Anglican Church of Canada

*In order for the Bishop to arrive at your parish properly prepared for his visit, would you kindly provide the following information requested below. It is assumed that the Bishop will normally be the Presiding Celebrant and Preacher, unless you have arranged otherwise with him.*

|  |  |  |
| --- | --- | --- |
| Name of the Church: |  |  |
|  |
| Date: |  |  | Time: |  |
|  |  |  |  |  |
| **Purpose of Visit:** | *(Please mark all that apply)* |
| Baptism: | [ ] | How many:  | Adults: |  | Children: |  | Youth: |  |
| Confirmation/ReaffirmationSeeNote1: | [ ] | How many:  | Adults: |  | Children: |  | Youth: |  |
| Anniversary: | [ ] | *Please specify:* |  |
|  |  |
|  |  |
| Other liturgical act: | [ ] | *Please specify:* |  |
|  |
| **Type of Service:** |  |
| Holy Eucharist: | [ ] | Morning Prayer: | [ ] | Evening Prayer: | [ ] |
| Using: | The Book of Alternative Services: | [ ] | Page: |  |
|  | The Book of Common Prayer: | [ ] |  |  |
|  |
| Liturgical ColourSeeNote2: |  |  |  |  |
|  |
| Bishop’s Chaplain’s Name: |  |  |  |
|  |  |  | Other notes: |
| Lections to be used: | *(Normally the lections of the day)* |  |
| 1: |  |  |
| Psalm: |  |  |
| 2: |  |  |
| 3: |  |  |
|  |  |  |
| Will there be a reception/coffee hour? |  |  |
|  |  |  |  |
| Will there be a Children’s Talk required? | [ ] Yes | [ ] No |  |
|  |
| Is parking provided? |  |  | Where? |  |
|  |
| Is there other information you think the Bishop should know? |  |
|  |

NOTES:

1. Confirmation/Re-affirmation

At Confirmation, the Bishop prefers to have the candidates hold a card, or wear a nametag, with their Christian name or names printed clearly. If the candidates are asked to prepare their own card, please ensure that they use their baptismal name and not an abbreviation or nickname. He strongly recommends that the Book of Alternative Services be used for Confirmation and Baptismal Liturgies, even if the rest of the service uses the BCP rite.

NOTE: It is usually helpful to arrange for any photographs to happen immediately following the liturgy.

1. **Liturgical Colour**

The Bishop’s preference is to use the colour of the day or season, except in ordinary time after Epiphany and Trinity Sunday, when he prefers to use red for confirmation or white for baptism.

**Please send a copy of the bulletin when it is available.**

Please return this form as soon as possible to: Sue Willoughby

Assistant to Bishop Robertson

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