SPEAKER POLICY
Appendix I – Request Form
Diocese of Great Falls-Billings

Date of Event:_______________________________________________________

Site of Event:________________________________________________________

Speakers Name:_______________________________________________________

Topic:_______________________________________________________________

Inviting Party Name:___________________________________________________

☐ Formal letter from Inviting Party, including:
   √ Speaker’s name
   √ Topic
   √ Attest to faithfulness to the teachings of the Catholic Church
   √ Topic relevance in promoting pastoral direction of the Diocese

☐ Speaker’s curriculum vitae
   √ Or, summary of professional works

Is the speaker a Cleric/Religious? Yes ☐ No ☐
   If yes
       – √ letter of support from superior/ordinary attesting to good standing
       – √ celebret indicating permission to celebrate sacraments outside his Diocese

Is the speaker a member of the Laity? Yes ☐ No ☐
   If yes
       - √ letter of support from speaker’s pastor verifying he/she is Catholic in good standing

Is speaker Catholic College/University Professor? Yes ☐ No ☐
   If yes
       - √ mandatum from his/her bishop required (if one not available, please indicate in letter of request)

Is speaker Non-Catholic? Yes ☐ No ☐
   If yes
       - √ written assurance that speaker’s presentation does not conflict with Catholic teaching in any way

PLEASE RETURN COMPLETED FORM TO VICAR GENERAL WITH REQUIRED ATTACHMENTS

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