



Joint Base Myer-Henderson Hall Catholic Community Children Religious Education Program 2015-2016

Information for Parents of Children Receiving Sacraments of Initiation

If your child is receiving a Sacrament of Initiation (first Communion or confirmation) this year at Joint Base Myer-Henderson Hall (JBM-HH), please verify with the Catholic Coordinator that you are registered with the catholic community. You will also need to provide a copy of their baptism certificate. A photocopy or digital scan can be given to Julie Otto (2nd Grade CRE Teacher) or sent to CRE@jbmhhcatholicparish.com.

For those parents who are not active duty military at the time of CRE registration, we need you to obtain a letter of permission from the civilian parish located in your area. While you may have attended JBM-HH for many years while on active duty and/or retired, we still need a letter of permission in order for Father Fred to complete the paperwork to the satisfaction of the Archdiocese of the Military Services.

To do this, please contact the parish closest to your residence, explain that you are registered at and attend JBM-HH, and need a letter of permission for your child to receive a Sacrament of Initiation (specify first Communion or confirmation). The civilian parishes have never balked at this and many have a process in place.

The letter can be mailed or given to Father Fred. If you have any questions or concerns about this, he can certainly help you. We ask that you submit baptism certificates and permission letters by the end of October so we have all the paperwork sorted out sooner rather than later.

Sample Letters

[Date]

[My name/address]

Dear Father [Name of Pastor]

I am requesting permission to have [name of candidate] baptized/receive First Communion/confirmed at Joint Base Myer-Henderson Hall (JBM-HH) in Arlington, VA. I live within the boundaries of [Pastor's parish]; however, I am a registered congregant of the JBM-HH Catholic Community. I understand for this sacrament to be conferred by the ordained ministers at JBM-HH you must provide permission for this to take place. Please fill out the following and either mail or email it to me at [your email address].

Thank you,

[Name] ["Parent"/"Guardian"]

[Signature]

[Date]

FROM: [Pastor's name/parish/phone]

TO: Chaplain (MAJ) Alfred Wendel

Joint Base Myer-Henderson Hall Memorial Chapel

101 McNair Road

Ft. Myer, VA 22211

(703) 696-3532

Dear Fr. Wendel,

I grant permission for the parents/guardian of the infant/child listed above to celebrate the Sacrament of Baptism/First Communion/Confirmation with JBM-HH Catholic Community.

[Pastor Signature]

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