

Mass Intention Request Form

Please list your name or the family name (The Jones Family) as the requestor of the Mass Intention *

First Name

Last Name

Street Address * _____

City

State

Zip Code

Phone Number: * _____

Please enter a valid phone number

Email Address * _____

This Mass Intention is for: *

First Name

Last Name

If this name is hard to pronounce, please add phonetic spelling - example Michelina (Mick a lena).

Choose One *

- Recent Death - (within the last 1-4 weeks) and the name has not already been mentioned at Mass or listed in the bulletin. Otherwise, please select deceased/remembrance below.
- Deceased/Remembrance
- Sick/III – these requests must come from an immediate family member with the ill persons permission or from the ill person
- Special Intention - (anniversary, birthday) _____

If you chose (recent death) please list the date of death _____

Month/Day/Year

Recent Death: (within the last 1-4 weeks). Please list how they are related to you. We no longer mention the relationship aloud at Mass. We list the immediate family relationship to our parishioner(s) in the bulletin and on the website, example (mother, father, sister, brother, son, daughter). **We do not list aunt, uncle, grandparents or family members who are not parishioners.**

If you chose sick/ill, please list how you are related. Requests must come from immediate family members to be mentioned aloud or from the ill person, otherwise the name will be listed for silent prayers
If you chose special occasion, please list the occasion here so we know.

Reminder:

You are allowed to choose a maximum of **two Sunday Masses** and four weekday Masses and **no more than six Masses** for any one intention/individual in a 12-month period. Additional Mass requests may be accepted, if approved by the pastor, but may be distributed to other diocesan priests in small parishes in the diocese who receive few requests with the consent of the donor.

Mass intentions are **not** scheduled for Good Friday, All Souls Day, or a scheduled day on which daily Mass will normally not be celebrated (e.g., Friday after Thanksgiving).

Sunday's Mass at 5:30pm will be Pro Populo (For the People) and no other requests can be taken for this Mass time. Requests will be honored on a first-come-first-serve basis in the order in which the request is received at the Parish Office. If the requested date is unavailable, we will list your request at the next available day/time as requested.

Date & Mass time you would like.

Choose a date between January 1, thru December 31. Please give us your first, second and third choice. If these dates are not available, we will give you the next available date at the Mass time requested. Available Mass times are Saturday 5:30pm or Sunday 7:15 am, 9:00am, and 11:45 am

1.	_____	_____
	Date	Mass Time
2.	_____	_____
	Date	Mass Time
3.	_____	_____
	Date	Mass Time

Check below to request prayers from our Prayer Line Ministry and/or have silent prayers.

_____Prayer Line _____Silent Prayers

Would you like a Mass Card? (One per request). _____Yes _____No

Mass Intentions are accepted **up to 1:00pm on Thursday** for the upcoming weekend based on availability. Please refer to #9, 10, 12, 13 & 14 in the guideline section at the beginning of this form.

A \$10 stipend, as determined by diocesan policy, is to accompany each Mass request. Intentions will not be recorded until the stipend is received. Canon Law requires that all stipends taken for Mass Intentions be said for the intention as designated.

Forms may be submitted with stipends through the weekly collection basket; mailed to the Parish Office, or dropped by the parish office or use our online form and pay through the Faith Direct link provided.

Mailed requests to: Parish Office St. Francis of Assisi Church 11401 Leesville Road Raleigh, NC 27613.