



ARCHDIOCESE OF SANTA FE
The Catholic Center
Office of Worship

October 23, 2023

Dear Reverend Pastors and Adult Confirmation Coordinators,

Peace be with you.

Thank you for submitting your request for your parish Candidates to attend the 2023 Adult Confirmation. As we approach Adult Confirmation, we know that you are in the final preparations as you journey with the Candidates as they prepare to receive the Sacrament of Confirmation.

This letter is to provide you with the final details regarding the upcoming Adult Confirmation celebrations. Please take time to read through this letter to ensure that you are aware of the expectation and the process.

Enclosed is a list of the Parishes that have registered for each location and the schedule for each ceremony:

- St. Joseph on the Rio Grande, Albuquerque on Friday, October 27, 2023, at 7:00 p.m.
- Cathedral Basilica of St. Francis of Assisi, Santa Fe on Saturday, October 28, 2023, at 1:00 p.m.

BEFORE the day of Adult Confirmation:

- You will need to prepare nametags for your candidates, sponsors and yourselves. **Attached is a template for you to use.** The confirmation name must be at a 32 - 36 point font. The archbishop will be reading the nametags so, please, stick to the template as a guide. The template is set for Avery #5395 stick on badges. You and your team member can use your parish nametag.

On the Day of Adult Confirmation:

- **1) Parish Adult Confirmation Coordinator:** Please arrive when the doors open and check in with an Office of Worship representative at the door to pick up your parish Adult Confirmandi and Sponsor form (It is the form that you submitted). The Parish Adult Confirmation Coordinator will meet their Candidate(s)/Sponsor(s) at the pew(s) where the parish is assigned to sit and check in both the Candidate(s)/Sponsor(s) and give them their nametags. Please return the form **no later than 15 minutes prior to the beginning of Mass**, to the Office of Worship representative at the check in table.
- **2) Candidates & Sponsors must be in the church:**
 - **Friday, October 27, 2023: St. Joseph on the Rio Grande, Albuquerque**
6:00 p.m. Doors Open to the faithful
6:00 p.m. Adult Confirmation Coordinator - pick up Adult Confirmandi and Sponsor form to check in Candidate(s)/Sponsor(s) from Office of Worship representative at the door
6:30 p.m. Candidate(s) and Sponsor(s) to be in their seats
6:45 p.m. Adult Confirmation Coordinator – turn in Adult Confirmandi and Sponsor form to the Office of Worship representative at the door
7:00 p.m. Mass
Parish Group Photo after Adult Confirmation Mass (Optional)
 - **Saturday, October 28, 2023: Cathedral Basilica of St. Francis of Assisi, Santa Fe**
12:00 p.m. Doors Open to the faithful
12:00 p.m. Adult Confirmation Coordinator - pick up Adult Confirmandi and Sponsor form to check in Candidate(s)/Sponsor(s) from Office of Worship representative at the door
12:30 p.m. Candidate(s) and Sponsor(s) to be in their seats
12:45 p.m. Adult Confirmation Coordinator – turn in Adult Confirmandi and Sponsor form to the Office of Worship representative at the door
1:00 p.m. Mass
Parish Group Photo after Adult Confirmation Mass (Optional)

3) DURING THE MASS:

When an Office of Worship representative calls out the Confirmandi's name (s) he should stand and loudly proclaim "PRESENT".

You will be directed when it is time for your parish to go forward and receive the sacrament. Sponsors need to stand behind the confirmandi with his/her hand on the confirmandi's right shoulder.

4) SEATING: Reserved seating is only for the candidates, sponsors, Adult Confirmation coordinator, and one other team member. When your Candidate(s)/Sponsor(s) arrive, please have them speak with an Office of Worship representative to direct her/him to the location of where their parish is seated. The Adult Confirmation Coordinator will check in their Candidate(s)/Sponsor(s) at their parish seating and give them their name tag. Nametags are required (see the above-mentioned details). "Open Seating" for the faithful attending, who are not included in the parish reserved seating is limited.

5) PHOTOGRAPHY: There is no photography during the Rite; however, parish group photos will be taken after the Mass. This is optional. If your parish group would like to take a group photo with Archbishop Wester, please have your parish group remain seated in their pews at the conclusion of the Adult Confirmation. Your parish will be invited forward to take your parish group photo in front of the altar. **Individual photos** will be available **after the group photos** are completed.

After Adult Confirmation:

The Office of Worship will return the candidate forms back to you with the Confirmation information. Record in your parish Confirmation Register and notify each confirmandi's Parish of Baptism.

Confirmation Certificates are created by the parish and signed by your pastor.

Please contact the Office of Worship at worship.office@asfnm.org or by calling 505-831-8128 if you have any questions regarding the above-mentioned information.

The Office of Worship, Liturgical Commission and the hosting parishes look forward to joining you for this liturgy in the days ahead. May God bless you and those you are preparing to receive the Sacrament of Confirmation.

In Christ,



Mrs. Melanie Mascarenas
Assistant, Office of Worship

Attachments:

Schedule and Parish List for each of scheduled Adult Confirmations
Name tag templates