

In-Pew Presentation Script
To be used by Pastors on Commitment Weekend

“Good morning. Today we are conducting the Annual Catholic Appeal that asks all parishioners to make a financial commitment to the Diocese of Madison.”

“As your pastor, I want to thank all of you who have given to this appeal in past years and/or have responded to a recent mailing from the diocese. I can assure you that the funds you gave are deeply appreciated by the people served by diocesan ministries.”

“Each of us is called to share his or her gifts in support of the Church. We must first support our parish and then our diocese and the church throughout the world. The Annual Catholic Appeal of the Diocese of Madison is a very effective way to support ministry outside of our parish boundaries, as well as to support the services that the diocese provides to our parish.”

“So, I ask one member of each household to take a pledge envelope and a pencil. Please take an in-pew envelope even if you have already given in the mail. You can indicate that you have already given on the envelope.”

“While we are waiting, please examine the monthly pledge payment amounts that are listed on the right side of the pledge envelope. I ask that each of you consider pledging rather than making a one-time gift. If each of us makes a pledge, together we can provide additional financial support for the important work of our diocese. Please consider giving a monthly pledge that will allow you to provide a larger gift.”

“Prior to sealing the envelope, please do not seal the pencil in the envelope. Keep it separate. We will collect the pencil and reuse it.”

“I will now lead you through the commitment process in order to limit the time that it takes.”

“Now, please open the flap and find the pledge form and the pencil – I will now give you a few moments to complete Section 1 – Contact Information filling out your name, address, phone and email. Please indicate the name of our parish and city so that we will receive credit for the gift. If you are a visitor and are a member of another parish in the diocese, you may indicate that parish. If you are a member of a parish outside our diocese, please indicate this parish so we can receive credit for your gift.”

“If you have already made a pledge this year by mail, at the bottom of this section check the box that indicates “I have already made an ACA pledge.” Please do not indicate any additional financial information on the form. We do not want to double count your pledge. It is still important for you to complete the name and parish information sections.

"I ask everyone else to look at Section 2 – One Time Gift or 6 Monthly Payments, and check the amount that you wish to give. Your pledge will be billed over six months if necessary. Also, there is no need to provide a down payment today unless you choose to do so."

"In the event that you wish to contribute an amount other than the ones indicated, please check the "Other" box and indicate the full amount of your pledge on the blank line to its right. You can also join the Perpetual Steward Society by giving a recurring Credit card or EFT gift with no end date."

"In the event that you are making a down payment or paying your gift in full, write the amount on the Amount Enclosed line."

"I will give you another moment to complete Section 3 – Payment Information, if you are paying by credit card or by direct debit from your bank account. Fill in your credit card/EFT information. You can also use this section if you would like to join the Perpetual Steward Society which allows you to give a recurring Credit card or EFT gift with no end date."

"Please seal the envelope and be sure to keep the pencil separate."

"We will now collect your pledge envelopes and pencils."

"I thank you for your contribution to the Annual Catholic Appeal. May God bless you."