

In-Pew Presentation Script
To be used on Follow-Up Weekend

“Good morning. I am _____. Father/Msgr. _____ has asked me to conduct a follow-up process for the Annual Catholic Appeal of the Diocese of Madison. I want to thank all of you who have already given in the mail or in the in-pew process that we conducted last weekend.

“Because it is our hope that most of our parishioners will make a significant pledge to support the diocese, I ask those who have already pledged to bear with us for just a few minutes. Please offer a prayer for the success of this Annual Catholic Appeal while I conduct this process.

“As was mentioned, it is very important that each of you consider making a significant contribution to the Annual Catholic Appeal in order to assure that the Diocese is able to continue to support its mission and ministries. By making a pledge, payable over six months, rather than making a one-time gift, each of us can give more.

“We are called to share our gifts in support of the Church. We must first support our parish and then our Diocese and the Church throughout the world. This Annual Catholic Appeal 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.

For those who will fill out a form today, you may make a pledge or indicate that you gave in the mail. Now, I ask one member of each household that has not had an opportunity to fill out a pledge form to pick one up. The pledge envelopes are located _____.

“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 fill 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 the contact information 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 the gift boxes on the left side of the form 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, write the amount of the down payment in the next box.”

“I will give you another moment to complete your credit card/EFT information, if you wish to use either of these methods. 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.”

“On behalf of our pastor and myself, I thank you for your contribution to the Annual Catholic Appeal. May God bless you.”