

November 1, 2011

TO: Clergy Currently Licensed to Officiate in the Diocese of Long Island

FROM: The Right Reverend Lawrence C. Provenzano, Bishop of Long Island

RE: 2011 Report and LTO Renewal Request for 2012

If you wish to renew your license, please complete the 2011 Report & Renewal Request form below and return it to the Diocesan Office no later than January 31, 2012.

I encourage all priests who hold a License to Officiate to participate in the life of this diocese by maintaining an official affiliation with a parish, community or institution for which they conduct worship services on a regular basis, **AND/OR** by serving the diocese as a supply priest, available for **at least six (6) services annually**.

Name \_\_\_\_\_ Home Phone \_\_\_\_\_  
Address \_\_\_\_\_ Work Phone \_\_\_\_\_  
\_\_\_\_\_ Canonical Residence \_\_\_\_\_  
Email address \_\_\_\_\_ Cell Phone \_\_\_\_\_  
Other License(s) to Officiate \_\_\_\_\_  
Diocese issuing license Diocese issuing license

Please check and provide the requested information for ALL categories below that apply to you:

Work full time \_\_\_\_\_  
Name of Church/Institution/Company Position/Title  
Work part time \_\_\_\_\_  
Name of Church/Institution/Company Position/Title  
Non-stipendiary \_\_\_\_\_  
Name of Church/Institution/Company Position/Title  
Retired \_\_\_\_\_  
Retirement Year

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**Please note:** If active supply clergy (clergy not retired and receiving pension benefits) earn \$200 or more per month in salary and/or housing from the same congregation for three or more consecutive months, an assessment of 18% to the Church Pension Fund is mandated, retroactive to the first month

Continued on reverse....

