

4. Testimonial Letters

- a. **Policy and Procedure for a Member of the Clergy of the Diocese of Scranton:** A member of the Clergy of the Diocese of Scranton who desires to exercise ministry outside the diocese is required to make a request to the Episcopal Vicar for Clergy. Upon receipt of the request, a Testimonial Letter of Suitability will be sent directly to the appropriate Diocesan Office and parish. The cleric will receive a copy of the Testimonial Letter for his personal records.
- b. **Policies and Procedures for a Member of the Clergy outside the Diocese of Scranton:** A cleric from outside the Diocese of Scranton who wishes to celebrate any sacrament within the Diocese is required to send a Letter of Suitability from his Ordinary or Provincial Superior:
Examples of Visiting Clergy to Whom Policy Applies:
 - 1. Any cleric (diocesan/religious priest or deacon) coming into the Diocese of Scranton for a one time celebration of a sacrament (e.g. Mass, Baptism, Wedding, Funeral, Parish Retreat, lecture, parish coverage, etc.)
 - 2. Any Religious cleric (priest or deacon) who is assigned to a Religious Community within the Diocese of Scranton, which includes:
Congregation of Holy Cross
Congregation of the Passion of Our Lord
Jesus Christ Oblates of Saint Joseph
Priestly Fraternity of Saint Peter
Society of Jesus
 - 3. Any cleric (priest or deacon) incardinated in another diocese who is visiting the Diocese of Scranton (for purposes of vacation, study, spiritual exercises or personal/family reasons) and desires to assist with the celebration of the Sacraments.