ENDORSEMENT OF THE MAJOR SUPERIOR

When employing a member of a religious community the employer must send an endorsement form with a cover letter to a major superior of the religious congregation of the employee. This is to ensure that the potential minister is in good standing with her/his community. It also serves as a notice to the diocese of new religious ministers coming into the diocese.

The form, with the proper notarization and signatures is to be kept on file at the place of employment.

A copy of the form is sent to the Chancellor of the Diocese:

Diocese of Gallup
Office of the Chancellor
P.O. Box 1338
Gallup, NM 87305-1338
(505) 863-4406

An additional copy should be enclosed for the:

Bishop's Delegate for Women Religious
P.O. Box 1338
Gallup, NM 87305-1338

FORM FOR ENDORSEMENT BY MAJOR SUPERIOR

I am able to state without qualification that_____ _____ is of good character and reputation. There is nothing in her/his past that would prevent her/him from serving in all areas of ministry.

_____

Title of the Religious Congregation

_____ _____

Signature of Major Superior **Date**

Additional Comments:

Notarization:

_____ _____

Signature **Date**