

GUIDELINES TO INVITING OTHER PARISHES

You can access information about other canonical North American Orthodox jurisdictions by using various websites such as www.scoba.us. For a listing of Patriarchal parishes in the US go to the following website: http://www.3saints.com/patr_parishes.html. We suggest that you invite parishes within a 100 mile radius. Albanian, Bulgarian and Romanian parishes can also be located on the OCA website.

Personally address the letter we have provided to each parish priest. Feel free to modify the letter if necessary as it is only meant to be a guideline. You might wish to send it on your chapter or parish stationery. Make sure to obtain permission from your parish priest before doing so and ask for his input during the letter's composition.

Letters of invitation issued jointly by the local clergyman and FOCA chapter can make strong statements. It is urged that this happen when feasible in your present circumstance.

Include with the letter all the pertinent information about your upcoming event such as date, time and place. Be sure to include any registration forms necessary especially for sporting events. Also, make sure there is a contact person listed with phone numbers in case questions should arise.

Above all, make sure to send out the letter in plenty of time before the actual event takes place so that the priest has time to publish it in his church bulletin. We would recommend that the parishes receive the information no later than one month before the deadline for registering for the event.