



Our Lady of Mount Carmel Church

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PAGE ONE

IMPORTANT! SCHEDULING MASSES FOR 2011

HOW MAY MASSES BE SCHEDULED FOR 2011 ?

To schedule Masses at this parish for the year 2011, you will need to read, understand, and fill out this form completely. After you complete it, please drop it in the collection basket or mail it to the rectory. The secretary will call you when she gets the chance to schedule your Masses.

By signing this form in the proper place, you agree to cooperate with the procedure for scheduling Masses for the year 2011 and you fully support this procedure. You also realize that Masses you request are not necessarily scheduled in the chronological order requests are received but are scheduled **RANDOMLY**. You understand that some of the requests for Masses made by other people from the **PREVIOUS** year that were not able to be filled may have preference over your request for this year.

We'll begin the random selection process soon. You understand that the process may take months to complete, and it is possible that your request won't be filled until a year or more passes. The secretary will call you when she gets the chance to schedule your Masses. (Contacting the rectory during the next few weeks will **NOT** expedite your request! Thanks in advance for your patience.) You also understand that it may not be to your advantage to wait to request your Masses because the schedule may fill up very quickly. At the same time, you understand that even if you make your request relatively early, the dates you seek may not be available. You also understand that the diocesan reconfiguration plan may require us to change our Mass schedule and this could change our ability to honor your requests even after we schedule your Masses.

I (PRINT your name clearly here) _____ understand that **NO** Masses will be scheduled unless this form is filled out properly and returned as described above. I understand that I should give **NO** money at this time. The secretary will contact me and let me know when my offering of \$10.00 (ten dollars) per Mass is due. **TO PAGE TWO**

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(Read other side first; be certain that you understand it. Fill in the blanks in appropriate places on BOTH sides of this paper.)

I understand that I should give NO money at this time. The secretary will contact me and let me know when my offering of \$10.00 (ten dollars) per Mass is due. I understand that if I do not pay on or before the date she tells me, the Mass(es) that were tentatively scheduled for my intentions may be dropped and someone else may take those dates.

I understand that there is a limit of TWO Masses per family. I understand that ONLY ONE Mass may be scheduled on a Saturday evening or Sunday morning. Below, I suggest the following dates for my Masses in 2011. I also understand that the diocesan reconfiguration plan may require the parish to change its Mass schedule and this could change the parish's ability to honor my requests even after the parish schedules the Masses I request.

I understand everything published on the previous side of this paper (which is Page One) and this side of the paper (which is Page Two.) I understand that it is very important that I PRINT VERY CLEARLY!

1. Date _____ Time _____
Intention for: _____
Intention by: _____

2. Date _____ Time _____
Intention for: _____
Intention by: _____

Here I print my full name legibly (again) _____

Below I sign my name, indicating that I fully understand the procedures outlined on both sides of this paper, I support the Mass policy, and will cooperate with it:

(Signature of person requesting Masses)

Below is the telephone number where I can be reached Monday through Friday between 9:30 AM and 4:00 PM:

_____ (Phone number)

Bulletin announcement

SCHEDULING MASSES FOR 2011: We are publicizing our policy concerning scheduling Masses for the upcoming year. During the weekend of _____, a special insert was put in the bulletin about this. *You must fill out and sign the form to schedule Masses for 2011.* No Masses are being scheduled “at the counter” in the rectory. After you fill out the form properly and return it to the rectory, we will select forms RANDOMLY and we will contact you. If you need a form, be sure to contact the rectory and we will provide you with one. *Please keep in mind that the reconfiguration plan may cause changes in the Mass schedule and could limit our ability to honor your requests even after we schedule your Masses.* **Remember, the procedures on the form MUST be followed to schedule Masses for 2011.**