

Diocese of Bridgeport

Endorsement of Suitability for Lay Speakers and Retreat Leaders

(To be printed on official diocesan or religious institute letterhead and seal. This form must be completed and signed by the presenter's Chancellor or Religious Superior.)

Important: No event may be publicized, and no compensation may be requested or issued, until all Safe Environment requirements of the Diocese of Bridgeport have been completed and verified and this endorsement has been received and approved by the Office of the Chancellor:

Name of Speaker: _____ **Email:** _____

Phone: _____ **Address:** _____

(Arch)diocese or Religious Institute Affiliation: _____ **Position (if applicable):** _____

Event Information:

Date of Event: _____ Describe the (Parish/School/Diocesan Event(s)) at which the guest speaker will speak:

Website for this event: _____

Will you be charging a fee or stipend? Yes / No Fee: _____ **Individual Participant Fee:** _____

Will you be selling merchandise / Books / Music / Other during this event? If Yes, Please describe: _____

Endorsement of Suitability

He or she is a person of good moral character and reputation.

I know of nothing that would in any way limit or disqualify him or her from this presentation/retreat.

I am unaware of anything in his or her background that would render him or her unsuitable to work with minors or adults

I know nothing that would disqualify him or her from receiving compensation for this event.

I have no concerns regarding the presenters' theological teaching or ministry.

Safe Environment Compliance:

Is the speaker in full compliance with the U.S.C.C.B. Charter for the Protection of Children and Young People and his or her (arch)diocesan or religious institute Safe Environment Policy? Yes / No Safe Environment Training Date: _____

Has the speaker attended Safe Environment Training with a live instructor in the past: Yes / No Background check Date: _____

Endorsement Authorization

Name (Please Print): _____ **Title:** _____

Signature (Required): _____ **Date:** _____

Mail to: The Diocese of Bridgeport Office of the Chancellor, Suite 650, 100 Beard Sawmill Road, Shelton, CT 06484