



### **Clergy Record Form & Application for a License to Officiate**

Clergy Name \_\_\_\_\_ DOB \_\_\_\_\_

Current Address \_\_\_\_\_ Social Security # \_\_\_\_\_

Cell phone \_\_\_\_\_ Email \_\_\_\_\_

Date Ordained Priest \_\_\_\_\_ Deacon \_\_\_\_\_

Current Canonical Diocese \_\_\_\_\_ Bishop \_\_\_\_\_

Education \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Churches Served: (Name, Address, Diocese, Year)**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Military Service:**

Years \_\_\_\_\_ Branch \_\_\_\_\_ Rank \_\_\_\_\_

**Clergy Licensing Requirements:**

- Letter of Good Standing from current bishop
- Current background check (Cost \$35. If parish requests interview, they pay. If not, the cleric pays.)
- Copy of valid Driver’s License
- Certificates of Safeguarding God’s People and God’s Children within past 5 years
- Current resume and OTM portfolio

As a priest, I am requesting a license to officiate and am interested in: *(Check all that apply.)*

\_\_\_\_\_ Full-time \_\_\_\_\_ Part-time

\_\_\_\_\_ Supply work: preference on frequency/location \_\_\_\_\_

\_\_\_\_\_ Interim Ministry/List Training \_\_\_\_\_

\_\_\_\_\_ Priest-in-charge at \_\_\_\_\_ City \_\_\_\_\_

\_\_\_\_\_ Assistant/Associate at \_\_\_\_\_ City \_\_\_\_\_

As a deacon, I am interested in: \_\_\_\_\_

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**Family information:**

Spouse \_\_\_\_\_ DOB \_\_\_\_\_ Anniv \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Child \_\_\_\_\_ DOB \_\_\_\_\_

Child \_\_\_\_\_ DOB \_\_\_\_\_

Child \_\_\_\_\_ DOB \_\_\_\_\_

Child \_\_\_\_\_ DOB \_\_\_\_\_

Other remarks: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
**Signature**

\_\_\_\_\_  
**Date**

Please return this completed form to the Bishop's Office, 325 N Market Street, Jacksonville, FL 32202 or email to [vhaskew@diocesefl.org](mailto:vhaskew@diocesefl.org).

Updated 8/2/19