

# St. Mary & St. Moses Abbey

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## Church Retreat Permission Letter

A permission letter is required for church retreats in order to take the blessing of staying overnight at the Abbey. Please note that the registration **will not** be complete except if you have a permission letter from the Church Priest, sponsoring this overnight retreat at the Abbey. For church retreats, one (1) permission letter must be submitted on behalf of all the individuals that will attend the retreat at the Abbey. This letter must be submitted by fax, from the Church Priest to the Abbey, in the same day you register online for a retreat; otherwise, the registration will be denied. If the application is approved, the Retreat Coordinator will receive a "Registration Complete" e-mail from the Abbey within three (3) days from the online registration date. If the application is denied, the Retreat Coordinator will be notified through e-mail. The Abbey reserves the right to deny any application without explaining the reasons.

Church Name: \_\_\_\_\_ City, State: \_\_\_\_\_

Church Priest: \_\_\_\_\_

Retreat Coordinator: \_\_\_\_\_

Visit Date: from \_\_\_\_\_ to \_\_\_\_\_

Number of attendees (retreatants, coordinator and priest, if attending): \_\_\_\_\_

Letter:

Retreatants' Names (please list names legibly; use an additional page if needed):

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\_\_\_\_\_  
(Priest's signature) (Date)