Checklist for Extern Deacon Application in the Diocese of Venice.

1. Send letter requesting faculties
2. Complete interview
3. Applicant’s Authorization and Release
4. Ministerial Agreement (to filled at the time of assignment with your supervisor)
5. Personal Data Sheet (Attach passport photo)
6. Attestation of Moral Character
7. Code of Conduct (return last page with your signature)
8. Virtus Safe Environment Training and Fingerprinting Instructions
9. Policy Relating to the Protection of Children and Vulnerable Adults
10. 7-point letter to be sent from diocese of incardination – Chancellor to Chancellor
11. Current Baptismal Certificate
12. Ordination Certificate
13. Passport style photograph (head shot). Send jpeg or similar photo file by email to reardon@dioceseofvenice.org

Return all but the 7-Point letter and photo to the attention of:

Deacon David Reardon

Office of Diaconate

Diocese of Venice in Florida

1000 Pinebrook Road

Venice, FL 34285

Mobile – 239-896-8216

Email – reardon@dioceseofvenice.org

When the aforementioned is completed an appointment will be set up with the Bishop for an interview.