

Seminarian Collection 2013  
**Instruction Guide**  
for Pastors and Parish Personnel



**Kickoff Weekend** – the weekend of August 3-4.

**Direct Mail Letter, Pledge Card, Return Envelope & Seminarian Flyer** – will be mailed directly to your parishioners the week of August 5. A small quantity of pledge cards, return envelopes and flyers will also be sent to your parish. Please place these around your Church to be taken home after Mass by visitors or parishioners who have misplaced their mailing. Keep the materials available for the month of August.

**Bulletin Announcements** – are provided for the two weekends prior to the collection and several weekends after. Please know the Catholic Foundation will also send weekly updates on the progress of the collection.

**CD/Audio Tape** of Bishop Ricken and our newly ordained priests – is designed to be played at parishes on the kickoff weekend of the collection. If your parish has invited a seminarian to speak, these could be used the following weekend as a follow-up promotional piece. If your parish needs a cassette tape of the message, please contact Tammy Danz at 920-272-8123 or [tdanz@gbdioc.org](mailto:tdanz@gbdioc.org).

**Checks from Parishioners** – in our mailing to your parishioners we are asking that checks are made payable to: **CF-Seminarian Collection**. Parishioners can either mail their envelopes directly to P.O. Box 23001, Green Bay, WI 54305-3001 OR turn them in at the parish. **All envelopes received at the parish should be forwarded, un-opened to the Catholic Foundation for processing (same P.O. Box as shown above). An envelope is enclosed for this purpose.**

**Receipts & Thank You** – the Catholic Foundation will be responsible for receipting donors. A thank you letter and receipt will be sent from Rev. Daniel Schuster acknowledging their gifts to the Seminarian Collection.

**Posters** – are included with this mailing for your parish bulletin board. If you need additional posters, please contact us. Please hang these posters two weeks prior to the kickoff weekend.

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**Intercession for Masses the Weekend of Collection:**

*That we might continue to support the seminarians studying to be priests for our diocese, and that our parish might create a culture of vocations for years to come, we pray to the Lord.*

**Website:** Vocations Events and other information can be found at the diocesan website: [www.gbvocations.org](http://www.gbvocations.org).

Resources for the Seminarian Collection are also available at:  
[www.CatholicFoundationgb.org](http://www.CatholicFoundationgb.org)

**Questions?** Email [vocations@gbdioc.org](mailto:vocations@gbdioc.org) or call:

Vocation Director: Rev. Daniel Schuster at 1-877-500-3580, ext. 8293 or 920-272-8293

Vocations Assistant: Veronica Cortes at 1-877-500-3580, ext. 8289 or 920-272-8289

**For Information regarding additional materials or your parish remittance:**

Catholic Foundation: Tammy Danz 920-272-8123, [tdanz@gbdioc.org](mailto:tdanz@gbdioc.org)