



## **APPROVAL REQUEST FOR SPEAKERS FROM OUTSIDE THE DIOCESE**

**(This form is not intended for clergy seeking approval for short term ministry)**

### **1. Speaker Information**

Full Name of Speaker/Organisation: \_\_\_\_\_

Speaker's Address: \_\_\_\_\_

Speaker's Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### **2. Event Information**

Purpose of the visit: \_\_\_\_\_

Date(s) of visit: \_\_\_\_\_

Target Audience for this Event: \_\_\_\_\_

Event Venue: \_\_\_\_\_

### **3. Organiser Information**

Event Organiser's Name: \_\_\_\_\_

Organiser's Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Parish responsible for organising the event: \_\_\_\_\_

### **4. Attendance**

Will children or vulnerable adults be attending this event? ☐ Yes ☐ No

If yes, a Working with Children Check (WWCC)/Blue Card is required. Please attach a copy of the speaker's WWCC/Blue Card to this form.

### **5. Parish Priest Approval**

Parish Priest approves: ☐ Yes ☐ No

Parish Priest's Signature: \_\_\_\_\_

### **6. Final Approval**

Once the form has been completed and signed by the Parish Priest, please submit it to the Bishop's Office at [bishopsoffice@twb.catholic.org.au](mailto:bishopsoffice@twb.catholic.org.au) for the Bishop's final approval, along with any required documents.

### **Bishop's Permission**

I, Bishop Ken Howell, hereby grant permission for the speaker listed above to attend the event as described.

\_\_\_\_\_  
Bishop Ken Howell

\_\_\_\_\_  
Date