

ST. MARY MASS INTENTION POLICY

**SAINT MARY PARISH, RIDGEFIELD CT
EFFECTIVE AUGUST 30, 2016**

The tradition of Masses offered for the intentions of living or deceased loved ones originated in the very early Church and continues to be an important Catholic practice. We have many requests for announced Mass intentions here at St. Mary Parish and are often fully scheduled with no more availability by late April, early May. With this in mind, along with our recent change in our Weekend Mass schedule, the following policy is now being implemented to accommodate our parishioners in a reasonable and fair manner.

2017 Mass Intention Book:

Our 2017 Book will open to registered parishioners on Tuesday, August 30, 2016, allowing intentions to be scheduled through December 31, 2017. The 2017 Book will open to **the public** on Friday, September 30, 2016. **As of February 1, 2017**, we will begin scheduling intentions using a rolling calendar. At the end of each month, the corresponding month in the following year will open for scheduling. For example, on the first business day of February 2017, the month of January 2018 will open for scheduling. This will help our Parish in offering available Masses for the current needs of our parishioners.

Mass Intention Guidelines:

Our Parish accepts announced Mass intentions for Masses in our Church and Parish Hall as well as unannounced Mass intentions. The following guidelines apply when scheduling intentions. In the event a request does not fall within these guidelines, an unannounced Mass intention will be offered.

Please note the following guidelines:

- Intentions should be scheduled, in person, at the Parish Office. No phone or email requests, please.
- The customary offering is \$10 for an announced Mass and \$5 for an unannounced Mass.
- **A maximum of 5 (five)** announced intentions may be scheduled per **registered family** per calendar year.
- **A maximum of 1 (one)** announced intention may be scheduled per **non-registered family** per calendar year.
- **A maximum of 10 (ten)** announced intentions may be scheduled for the intentions of any one person per calendar year.
- **Unlimited** unannounced Mass intentions are available.
- Intention dates, times and guidelines are subject to change by the Pastor, if deemed necessary. We will attempt to contact the individual who requested the intention, but that may not be possible.