

May 19, 2009

Bishop Edward Clark  
Our Lady of the Angels Pastoral Region  
5835 W. Slauson Ave  
Culver City, CA 90230

Dear Bishop Clark,

I [INSERT FULL NAME 1], and my fiancé [INSERT FULL NAME 2], seek your permission to be married by Fr. [INSERT PRIEST'S NAME] in the Sacred Heart Chapel of LMU at [INSERT TIME] on [INSERT DATE]. I graduated from LMU in [INSERT CLASS YEAR] as a [INSERT MAJOR] Major. We have been prepared for our wedding by Fr. [INSERT PRIEST'S NAME]. I am a regular member of [INSERT PARISH] Parish in [INSERT PARISH CITY ], and my fiancée [INSERT FIANCEE'S NAME] is a member of [INSERT PARISH] Parish in [INSERT PARISH CITY]. We attended the Pre-Cana/Engaged Encounter Program sponsored by the archdiocese and have provided Fr. [INSERT PRIEST'S NAME] with copies of our baptismal and confirmation certificates. We have met all the requirements of the Archdiocese and the University.

Thank you so much for your anticipated permission.

Sincerely,

[INSERT BRIDE AND GROOM'S NAMES]  
Bride/Groom

cc: John Flaherty, Associate Director of Campus Ministry, Director of Liturgy & Music  
Fr. [INSERT PRIESTS NAME] (Celebrating the marriage)