

The Diocese of Virginia

Application for Annual Renewal of License for Clergy Currently Serving Under License

Clergy Under License are deacons, priests, or bishops who are canonically resident in a diocese other than Virginia and have previously completed the requirements to be licensed to serve in Virginia. These clergy are required to renew their license annually, as licenses expire on December 31 each year.

Clergy Under License are required to complete this report form and return it to the Office of the Bishop, along with a current Letter of Good Standing from their bishop, no later than January 31 of each year in order to maintain their license in the Diocese of Virginia.

Return form to the Office of the Bishop:
Email: bishopsoffice@episcopalvirginia.org
Mail: 110 W. Franklin Street
Richmond, VA 23220

(Note: If you are canonically resident in Virginia, you do not need to complete this form.)

Clergy full name and title:

Preferred/Goes by name:

Preferred form of address (Rev., Mthr., Fr., Dr., etc.):

Spouse's name:

Date of Birth:

Spouse's Date of Birth:

Home address:

Primary email address:

Cell Phone:

Office phone:

Reason for Licensure:

Existing Cure – Church Name & Location: _____

Sunday Supply

Non-parochial Employment (if applicable):

Location:

Position/Title:

Office address:

Preferred address for diocesan mailings?

Home

Office

The Diocese of Virginia

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Date of ordination to diaconate:

priesthood:

Diocese where you are canonically resident:

Diocesan office mailing address:

Date of your last background check:

Have you had Safe Church training within the last 5 years? Yes No

(If No, please update & also submit certificates of completion)

Briefly describe how you are currently exercising your ordained ministry in the church and in the world:

If there is anything else you would like the Bishop to know about your ministry, please write it here:

Signature:

Date:

Bishop's Approval: