

CUSTOMARY FOR THE BISHOP'S VISITATION

1. Time of service.
2. What is the color of the day? The Bishop prefers to wear the vestments of the church providing there are enough stoles for all clergy.
3. The Revised Common Lectionary (Episcopal Edition) is the norm in the Diocese of Louisiana. If there is a need for other readings they must be approved well in advance of the visitation.
4. The Bishop would like a copy of the service leaflet at least a week before his visit.
5. Please reserve a parking space for the Bishop.
6. The Bishop would like to know the number and names of confirmands/baptisms/receptions and reaffirmations one week in advance. If there are more than five baptisms or confirmations and there are certificates and or Book of Common Prayer to be signed, it would be helpful to bring them to the diocesan office before the visit so the Bishop does not take time away from visiting the congregation.
7. The Bishop is happy to meet with confirmands and/or teach Sunday school.
8. In most cases, the Bishop will bring a deacon, - Deacon Cindy Obier. The Bishop's deacon will assist the Bishop during the service. If there is a deacon assigned to the parish he/she will serve as the deacon of the Mass. If for some reason the Bishop's deacon is not in attendance, a senior acolyte or an assisting lay minister will assist the Bishop. This will be communicated in advance.
9. Please notify the Bishop in advance if it is your custom to sing the Mass.
10. The rector should make the necessary parish announcements. *It is important to remind the congregation that the undesignated offering goes to the Bishop's Fund for support of emergencies and non-budgeted ministries.*
11. When there are baptisms:
 - the bishop will bless the water;
 - a presbyter will baptize unless the person is an adult and then the bishop will baptize;
 - a candle is lighted from the paschal candle and given to the newly baptized if appropriate or sponsors;
 - the bishop will anoint with chrism.
 - Please make the chrism available in a small container (very little is needed). An oil stock is not for liturgical use but for pastoral usage.
12. It is helpful for all persons being presented for confirmation, reception or reaffirmation to wear nametags in large print.
13. If there are to be photos after the service, please have the person taking pictures ready promptly following the service.