



DIocese of ALLENTOWN
SECRETARIAT OF EVANGELIZATION, EDUCATION & FORMATION
Post Office Box F
Allentown, PA 18105
(610) 871-5200

REQUEST FOR AUTHORIZATION FOR A SPEAKER ON ANY RELIGIOUS TOPIC

Date of Request : _____

Title of Event: _____

Place of Event: _____

Name of Event Coordinator: _____ **Coordinator Phone:** _____

Email Address of Coordinator: _____

Parish/Agency: _____

Address: _____

Name of Speaker: _____

Contact Information of Speaker: _____

Please list any websites/social media platforms for the Speaker: _____

Will the presentation be in English or Spanish? _____ **Another language?** _____

Topic: _____

Audience: _____

Will Speaker Have Direct Contact with Children _____ **YES** _____ **NO**
(If yes, please attach: **Pennsylvania State Police Criminal Record Check** (Pennsylvania
Access to Criminal History (PATCH))
• **Pennsylvania Child Abuse History Clearance**
• **Federal Bureau of Investigation Criminal Background Fingerprint Check** (18+ years
old)

Please attach Speaker's Curriculum Vitae or provide requested information in the space below.

Background:

Credentials: _____

Please return form to:
Mrs. Magdalene Riggins
Secretariat for Evangelization, Education, and Formation
Post Office Box F
Diocese of Allentown
Allentown, Pennsylvania 18105
mriggins@allentowndiocese.org