

INFORMATION TO UPDATE OUR WEB PAGE

PARISH NAME _____ TOWN/CITY _____

PARISH ADDRESS:

STREET LOCATION (if different from mailing address):

PHONE: _____

FAX: _____

E-MAIL: _____

Do you have a parish web page? YES NO

If yes, we will provide a link from the Diocesan website. Please provide the web address

SERVICE TIMES AND FORMAT:

Sunday services: What forms of service are regularly used on Sundays in your parish?

B.A.S. Service time(s) _____

B.C.P. Service time(s) _____

Any exceptions? *ie. Evensong first Sunday of the month or change of service time third Sunday of the month etc.*

Mid-week services?

B.A.S. Service time(s) _____ Day(s) _____

B.C.P. Service time(s) _____ Day(s) _____

Summer services?

Do your service times change in the summer? YES NO

Summer Service time(s) and dates _____

If these dates change from year to year, please advise Synod Office of the change in time and the start and end dates as soon as possible.

HANDICAP ACCESSIBILITY:

Is your church fully wheelchair accessible? YES NO

Does your church have a wheelchair ramp? YES NO

Does your church have a lift? YES NO

Does your church have sound assistance for hearing impaired? YES NO

What type? _____

INFORMATION TO UPDATE OUR WEB PAGE – continued

CHILDREN/YOUTH/YOUNG ADULT PROGRAMMING:

Do you have an active Sunday School? YES NO
At what service(s)? _____
Do you have active programming for Junior High youth? YES NO
Do you have active programming for Senior High youth?..... YES NO
Do you have active programming for young adults?..... YES NO
Contact persons for the above groups _____

SOME ADDITIONAL QUESTIONS

The following additional questions will help us to connect people who call us at Synod Office with the parish that can most appropriately help them.

BURIAL SERVICES:

Does your parish have a cemetery? YES NO
Does your parish have a memorial garden? YES NO
Does your parish have a columbarium?..... YES NO
If yes, please provide the name and phone number of the contact person: _____

PARISH RECORDS:

We often get requests for copies of Baptismal Certificates etc. If the request is for a service performed some years ago we would generally refer the caller to the Provincial Archives (where all registers received by Synod Office are sent for storage). It would be helpful for us to know what years the registers you still have in your parish cover:

Baptismal Register	From _____	to _____
Confirmation Register	From _____	to _____
Marriage Register	From _____	to _____
Burial Register	From _____	to _____