

**The Diocesan Synod of Eastern Newfoundland and Labrador**

The Marginal Instructions should be carefully read and followed. Omission to do this involves much avoidable correspondence and delay

Parish of \_\_\_\_\_

**PETITION**

*TO THE RIGHT REVEREND FATHER IN GOD SAMUEL, BY DIVINE PERMISSION BISHOP OF EASTERN NEWFOUNDLAND AND LABRADOR*

1. Here state the full names and residential address and description of each petitioner. The petitioners will usually be the Incumbent and Churchwardens or the Incumbent and the Parish Council, but a Petition for some private purpose (e.g. a family memorial) can be made by the person concerned.

**The Humble Petition** of the undersigned:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Here describe concisely but accurately the whole of the work proposed, whether by way of removal or addition, including the subject and position of any window tablet, or other memorial, and the wording of the inscription (if any). Reference to a plan is not of itself a sufficient description.

**Sheweth as follows:**

1. It is desired to obtain the grant of a Faculty for the purpose of:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. All necessary plans and documents or copies thereof must accompany the Petition, and must be numbered consecutively and initialled by one of the Petitioners. All plans must be on tracing paper or linen, and unmounted, and must remain in the Registry.

2. The particulars of the said work are correctly shown on the plans, specifications or other documents herewith, and numbered respectively.

3. State the cost and how it will be met. This information is required in every case.

3. The estimated cost of the said work is \$ \_\_\_\_\_ of which sub \$ \_\_\_\_\_ has been already promised or paid, and the balance will be defrayed by:

\_\_\_\_\_  
\_\_\_\_\_

4. If the resolution of the council was not unanimous state the numbers voting for and against.

4. At a meeting of the Parish Council (Vestry) duly summoned and held at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_ under the Chairmanship of \_\_\_\_\_ at which \_\_\_\_\_ members were present, the Resolution, a copy of which signed by the Chairman, is hereto annexed was carried by \_\_\_\_\_.

**Your Petitioners** therefore humbly pray that you will decree a Faculty for the purposes aforesaid.

**And your Petitioners** will ever pray..

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of Petitioners) \_\_\_\_\_

5. Each of the Petitioners must sign the Petition.

\_\_\_\_\_  
\_\_\_\_\_

## *Questions*

To be answered by the Petitioners

- |  |   |
|--|---|
| <p>1. Has the consent of the Incumbent and Wardens been obtained? If so, it should be annexed.<br/>Note: An answer is required only when they are not Petitioners.</p>                           | <p>1. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>2. Are any private rights in seats, monuments, graves or otherwise affected by the proposed works? If so, describe them, and state whether the private owners consent, and on what terms.</p> | <p>2. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>3. Will any graves, monuments or inscriptions be interfered with? Is so, state how they will be dealt with.</p>   | <p>3. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>4. Will Divine Service be interrupted by the work? Is so, state what arrangements are proposed and whether the Bishop's assent to them has been obtained.</p>                                 | <p>4. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>5. What is the apporximate date of the Church?</p>  | <p>5. _____<br/>_____</p>                     |
| <p>6. Is the disposal of any Church property contemplated? If so, give particulars.</p>  | <p>6. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>7. Is any Architect employed? Is so, state his name, and whether any and what report has been made by him as to the present condition of the Church and as to the proposed work.</p>          | <p>7. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>8. Give the name and address of any builder, organ builder, worker in stained glass, or other contractor to be employed on the proposed work.</p>   | <p>8. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>9. Are there any other circumstances connected with the Petition of which the Bishop should be informed?</p>  | <p>9. _____<br/>_____<br/>_____<br/>_____</p> |
| <p>10. By what date is it anticipated that the work will be completed?</p>   | <p>10. _____<br/>_____</p>                    |