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**Parish Name**

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**Date**

Most Reverend David L. Ricken  
Bishop of Green Bay  
PO Box 23825  
Green Bay, WI 54305

Dear Bishop Ricken:

Since \_\_\_\_\_ Parish is currently being served by a pastoral leader, we are asking you for a proxy to suspend temporarily the provisions of Article IX, Section 6 of the parish by-laws that require that checks be signed by the pastor/administrator and one of the parish trustees, so that checks may be signed by the pastoral leader and one of the parish trustees.

This suspension of the provisions of Article IX, Section 6 of the by-laws will be in effect as long as \_\_\_\_\_ Parish is served by a pastoral leader.

Sincerely yours in Christ,

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Priest Moderator

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Secretary Trustee

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Treasurer Trustee