

(Name of Parish)

(Address)

**KASULATAN NING PAMANIBALA AT PAMANABILIN
NING KURA PAROKO KING MAGING KAYALILI NA**

King aldo a iti, ***(Date)***, bibie ku la at ipanibala king kapatad kung pari a kayalili ku anting Kura Paroko ning ***(Name of Parish)***, ding makatuki:

1. Parish Profile (current)
2. Parish Statistical Reports (last 6 years)
3. Parish Integrated Pastoral Plan (current)
4. List and Description of Parish Programs
5. List of Parish Pastoral Council and Chapel Pastoral Council – Coordinators/Officers and Members (inclusive of Personal Profiles, copies of Baptismal Certificates and Church Marriage Contracts/Certificates) and the compilation of the Minutes of Meetings
6. List of Parish Finance Council and Chapel Finance Council – Coordinators/Officers and Members (inclusive of Personal Profiles, copies of Baptismal Certificates and Church Marriage Contracts/Certificates) and the compilation of the Minutes of Meetings
7. List of Parish Mandated Organizations: Coordinators/Officers and Members (inclusive of Personal Profiles, copies of Baptismal Certificates and Church Marriage Contracts/Certificates) and Calendar of Activities per Parish Organization
8. Parish Church, Sacristy, Convent/Rectory, Office, Multi-Purpose Hall and Chapel Inventories (current)
9. Documents on Parish Church Lands, buildings and facilities, including chapels: copies of Land Title Certificates, Deeds of Donation, Tax Declarations, etc.
10. Documents on Parish Cemetery: copies of Land Title Certificate, Division Plan, Contracts of Lease, Financial Report, etc.
11. Calendar of Parish and Chapel Activities and Services Schedule
12. Parish Table of Alms Apportionment and Stole Fees (current)
13. Inventory of Parish Registry:
 - a. Book of Baptisms
 - b. Annotation Book: Baptisms
 - c. Book of Conversions
 - d. Annotation Book: Conversions
 - e. Book of Confirmations
 - f. Annotation Book of Confirmations
 - g. Record of First Communicants

- h. Annotation Book: First Communicants
 - i. Record of Anointing of the Sick
 - j. Annotation Book: Anointing of the Sick
 - k. Book of Marriages
 - l. Annotation Book: Marriages
 - m. Book of Deaths
 - n. Annotation Book: Deaths
14. Parish Office Schedule
15. Parish Dry Seal

Mananu na sana ing manatili yang mantabe ing Banal a Espiritu king kapatad kung pari at kayalili kung Kura Paroko, ban kapamilatan ding sablang mipanibalang ingatan na king Parokya at pikasunduan ming isundu nang **Parish Programs and Activities**, lalu pang sumulung at makilala ing Pamag-Ari na ning Dios king bie da ring talasalpantaya, lalung-lalu na ring pakakalulu.

(Name of out-going Parish Priest)
Kura Paroko

Conforme:

(Name of in-coming Parish Priest)
Kayaliling Kura Paroko

Witnesseth:

(Name of Vicar Forane)
Vicar Forane
(Name of Vicariate)

Mr./Mrs.

PPC Coordinator

Mr./Mrs.

PFC Coordinator

(Name of Parish)

Address)

KASULATAN NING PAMANIBALA AT PAMANABILIN
KARING MIYAYALIWANG PONDU NING PAROKYA
NING KURA PAROKO KING MAGING KAYALILI NA

King aldo a iti, (***Date***), bibie ku la at ipanibala king kapatad kung pari a kayalili ku anting Kura Paroko ning (***Name of Parish***), ding makatuki:

1. Parish Funds: (*amount in Php* _____)
 - Financial Reports of Parish Funds
2. Parish Construction Funds: (*amount in Php* _____)
 - Financial Reports of Parish Construction Funds
3. Parish Cemetery Funds: (*amount in Php* _____)
 - Financial Reports of Parish Cemetery Funds
4. Parish Scholarship Funds: (*amount in Php* _____)
 - Financial Reports of Parish Scholarship Funds
5. Parish Vocations Committee Funds: (*amount in Php* _____)
 - Financial Reports of Parish Vocations Committee Funds
6. Parish Fiesta Committee Funds: (*amount in Php* _____)
 - Financial Reports of Parish Fiesta Committee Funds
7. Parish Funds of Different Parish Mandated Organizations:
 - a. (*identify the parish organization*): (*amount in Php* _____)
 - Financial Reports of the parish organization's funds
 - b. (*identify the parish organization*): (*amount in Php* _____)
 - Financial Reports of the parish organization's funds
 - c. (*identify the parish organization*): (*amount in Php* _____)
 - Financial Reports of the parish organization's funds
 - d. (*identify the parish organization*): (*amount in Php* _____)
 - Financial Reports of the parish organization's funds
 - e. (*identify the parish organization*): (*amount in Php* _____)
 - Financial Reports of the parish organization's funds
 - f. (*identify the parish organization*): (*amount in Php* _____)
 - Financial Reports of the parish organization's funds
 - g. (*identify the parish organization*): (*amount in Php* _____)
 - Financial Reports of the parish organization's funds
8. (*Identify other funds and the corresponding financial reports if there's any.*)
9. Compilation of projects made during the last Six (6) years and the corresponding financial reports

10. Compilation of bank books and other parish financial obligations (if there's any).

Mananu na sana ing manatili yang mantabe ing Banal a Espiritu king kapatad kung pari at kayalili kung Kura Paroko, ban kapamilatan ning matulid nang pamaningat at pamangamit karing sablang mipanibala kaya a pondu na ning parokya, lalu ya pang sumulung at makilala ing Pamag-Ari na ning Dios king bie da ring talasalpantaya, lalung-lalu na ring pakakalulu ampon ding mangailangan.

(Name of our-going Parish Priest)

Kura Paroko

Conforme:

(Name of in-coming Parish Priest)

Kayaliling Kura Paroko

Witnesseth:

(Name of Vicar Forane)

Vicar Forane

(Name of Vicariate)

Mr./Mrs.

Mr. Mrs. _____

PPC Coordinator

PFC Coordinator