

# Religious Recognitions for Catholic Youth

Archdiocese of Cincinnati Catholic Committee on Religious Recognitions  
(Revised January 2007)

Archdiocese of Cincinnati  
**Office of Youth & Young Adult Ministry**  
www.catholiccincinnati.org/youthmin

## Request for Letter of Authorization (for Purchase of Medals and Patches)

### Please Print

Leader / Parent's Name: \_\_\_\_\_ Day Phone: (\_\_\_\_) \_\_\_\_\_

Address: \_\_\_\_\_ Parish: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Troop#: \_\_\_\_\_ Sponsor: \_\_\_\_\_

Email Address: \_\_\_\_\_ Date: \_\_\_\_\_

Your Signature: \_\_\_\_\_

Please check one:  Please send me a hard copy  Please send an electronic copy to NFCYM on my behalf

### **IMPORTANT—Please Read Carefully**

- This request must be accompanied by the completed and signed original application(s) which can be found in the workbook. Copies of the official Application Form will not be accepted.
- This authorization allows you to purchase only the number of medals and/or patches that correspond with the number of applications attached.
- This Letter of Authorization expires 30 days after the date on the letter.
- As you plan your calendar for religious recognitions programs, be sure to allow ample time between your request and your awards ceremony to allow for processing and shipping.
- **During this transition, the regional Offices of Youth & Young Adult Ministry (OYYAM) will keep a reserve stock of medals (but not patches) in case of emergencies.**
- Mail completed Request Form and original signed Application Form(s) to your regional OYYAM:

#### **Cincinnati Region**

Monica Sellers  
Office of Youth & Young Adult Ministry  
Archdiocese of Cincinnati  
100 E. 8<sup>th</sup> Street  
Cincinnati, OH 45202-2150

Phone: 513.421.3131 x335  
Email: [cintioym@catholiccincinnati.org](mailto:cintioym@catholiccincinnati.org)

#### **Dayton/Northern Region**

Laurie Jackson  
Office of Youth & Young Adult Ministry  
Archdiocese of Cincinnati  
266 Bainbridge Street  
Dayton, OH 45402-2278

Phone: 937.223.1001  
Email: [daytonoym@catholiccincinnati.org](mailto:daytonoym@catholiccincinnati.org)

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Received: / /	Mailed: / /	Picked Up: / /	Order filled by: