



## License to Officiate

Deacons desiring, or requesting to serve within the Diocese of Atlanta must be licensed in accord with The Episcopal Church Canons (Canon III.6.4.c).

A License to Officiate is granted by the Bishop when all of the following requirements have been met and documentation provided.

- 1.) A letter from the Bishop or ecclesiastical authority of the applicant's canonical residence, stating the Deacon is in good standing.
- 2.) A background check. As currently required, the cost of this is approximately \$150, which will be paid by the Deacon.
- 3.) Sufficient evidence on diocesan letterhead and diocesan signature that the Deacon has completed training in Safe Guarding God's Children (or equivalent) and Safeguarding God's People, and sexual abuse, sexual harassment, and anti-racism training in the church. License will not be issued unless the Safeguarding Trainings are up-to-date.
- 4.) A personal resumé of the Deacon's composition.
- 6.) All current contact information, including phone, mail and email.
- 7.) Copy of the last annual report to the Bishop of canonical residence.
- 8.) To maintain a license to officiate, Deacons must adhere to the licensing requirements and contact the bishop's office within 30 days of the license expiration.