



**Office of Permanent Deacons
Diocese of Palm Beach**

**Incardination Process of Permanent Deacons
Diocese of Palm Beach**

Requirements:

- Four (4) years of successful ministry in the Diocese of Palm Beach.
- Evaluations from each pastor/superior to whom the deacon is or was assigned within the Diocese of Palm Beach.
- Current Certificate of Aptitude from Deacon's former Bishop.
- Proof of age.

Process:

- Petitioner initiates his request to for Incardination in the Diocese of Palm Beach by making his petition known in writing to:
 - the Bishop and Episcopal Delegate for Permanent Deacons of the Diocese of Palm Beach
 - his own Bishop, asking permission to seek Incardination in DPB
- Episcopal Delegate contacts petitioner in writing indicating what requirements and documents, if any, are needed to complete the process.
- Upon obtaining all the necessary documents (including permission of his bishop) and all requirements have been met, the Episcopal Delegate writes to the bishop of Deacon's former Diocese asking for a Decree of Excardination.
- Once Excardination Decree is received, a date for Incardination is set by the Bishop's office.
- Incardination documents are prepared in Bishop's Office
- Incardination takes place at the pleasure of the Bishop
- Deacon's former Bishop is notified in writing of his Incardination.