



The Orthodox Church in America
DIOCESE OF EASTERN PENNSYLVANIA
The Right Rev. Mark, Bishop of Philadelphia

December 10, 2015

Dear V. Rev. Frs., Rev. Frs. And Department Chairs,

The 52nd Diocesan Assembly will be held on **Thursday and Friday, January 28 and 29, 2016** at St. Michael Orthodox Church, 305 Walnut Street, Jermyn, PA 18433. All our active clergy, delegates and department chairs are required to attend this Assembly. Registration will begin on Thursday beginning at 3:00 p.m. Great Vespers will be at 4:00 p.m. followed by the formal opening of the Assembly at 5:00 p.m. and dinner at 6:00 p.m. The agenda is attached and will also be posted on our website (www.doepa.org).

The registration fee is \$150 for each parish, which includes one hotel room, six meals (clergy and lay delegate) and miscellaneous incidentals. If a parish requires a second room, the cost is an additional \$76 and should be covered by the respective parish. Any incidental costs, such as phone calls, room service, etc. are the responsibility of the individuals. The hotel is the Best Western Hotel, 25 South Main Street, Carbondale, PA 18407. This year the Diocese is making the hotel reservations directly for you. Please send your reservations directly to the Diocesan Center. Checks should be made payable to **OCA Diocese of Eastern Pennsylvania**. The commuter rate for those not staying at the hotel is \$75.00 per person, which covers 3 meals and a registration fee.

Please complete the attached Document of Certification for your Lay Delegate for the 52nd Diocesan Assembly and submit to the Diocesan Office as soon as possible, but no later than January 15, 2016. Assembly observers are welcome to attend with the blessing of the parish priest. The Document of Certification for Observers should also be completed, signed and returned to the Diocesan Center no later than January 15, 2016. Registration fee for observers is \$30 to cover the cost of the meals. Please note that this does not include the cost of their hotel rooms should they stay overnight.

We ask that the Deans, Treasurer, Auditors, Metropolitan Council Representatives, Diocesan Council Secretary, Liturgical Life Committee, Missions, Office of Young Adult Activities, Office of Church School Programs and Curriculum, and Communications Department prepare their reports and forward them to the Diocesan Center electronically (dioceseoepa@gmail.com) no later than January 16th for posting on the Diocesan Website.

Please remember that in order to participate in the Assembly meetings parishes must be current with their payment of monthly assessments. Thank you for your prompt attention to these matters.

Have a Happy, Healthy and Blessed New Year.

Yours in Christ,

*Fr. Martin Browne*_{sk}

Rev. Martin Browne, Chancellor

Enclosures

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