

2015 Archdiocese of Indianapolis Stewardship Renewal Mailing

Parish Name _____
Address _____

City, State, Zip _____
Telephone Number _____
Contact _____
Email Address _____

OurSundayVisitor

Enriching Parishes...Enhancing Community

200 Noll Plaza, Huntington, IN 46750

smprocessing@osv.com

800-348-2886 ext. 2124

Fax: 800-442-0669

Letter (Please select one of the following)

- Use recommended letter from the Archdiocese
 I would like to revise the letter from the Archdiocese

Send revised letter as a PDF to smprocessing@osv.com

Time/Talent/Treasure Brochure (Please select one of the following)

- Use recommended brochure from the Archdiocese
 I would like to revise the brochure from the Archdiocese

Send revised brochure as a PDF to smprocessing@osv.com

Letterhead, Envelopes and Signature

Your parish will need to send new letterhead, #10 envelope and Pastor/PLC/Deacon signature.

Please send all files as JPEG, TIF or PDF. For the signature, please sign using black medium point pen or fine black felt tip pen. Please send at least two signatures.

Enclosed is our parish:

- Letterhead
 Address for #9 Return Envelope (Only needed if different from address on #10)
 #10 Outside Envelope
 Pastor/PLC/Deacon Signature

Mailing Details

In-Home Date _____ Ship Early if Complete

Mailing Quantity _____

- First Class (Will incur \$.70 postage)
 Third Class (Parishioner count must be 200 or more)
 Sending new parishioner file
 Use current OSV envelope file

File Name _____ Active Inactive

Bulk Ala Carte Items

- Posters Qty _____
 Letters Qty _____
 Archdiocese Brochure Qty _____
 Time/Talent/Treasure Brochure Qty _____