

St. John's Mass Intention Policy (Effective Dec. 31, 2026)

Following Canon Law and the Diocese of Toledo Policy:

To request Mass intentions, please complete our Mass Intention Request Form and schedule with the rectory office starting April 13, 2026.

Weekend Mass Intentions for Sat. 4:30pm, Sun. 8:00am & 10:30 am, and Holy Days:

- There will be **one mass** per weekend that will be offered *Pro Populo* "**For the People of the Parish**". (Exceptions – all Easter and Christmas masses will be for the parish. If Christmas falls on a weekday, the following three weekend masses will be opened up for intentions.) This mass will be on a rotating basis.
- The other **two masses** will allot for **three mass intentions per mass**, with a **maximum of three persons per intention**.
 - Examples of 1 Mass intention, up to 3 persons:
 - "John Smith" (1 intention, 1 person)
 - "Mr. and Mrs. John Smith" (1 intention, 2 persons)
 - "John Smith and Mary Smith" (1 intention, 2 persons)
 - "John, Mary and Sam Smith" (1 intention, 3 persons)
 - "L/D of John and Mary Smith Family" (1 intention, 3 persons)
 - "John Smith, Mary Jones and Tim Johnson"
- If you originally schedule an intention and want to add a name, this is permissible as long as it does not exceed the 3 persons per one intention. Additionally, the addition must be made by the initial requester.

Weekday Mass Intentions:

- There will be only **one intention per mass**, with a **maximum of three persons**. (Refer to examples.)

Number of Intentions Per Requestor:

A person requesting mass intentions is allotted a **maximum of up to 5 intentions per year**. Of those 5 intentions, 2 may be for weekend masses with the remaining 3 scheduled for weekday masses.

Cost:

The suggested offering for each mass intention is \$10.00. We will not be accepting extra money to be set aside for future masses. If you have extra mass intentions, you can choose to have the masses said in the Diocese of Toledo or the Missionaries of the Precious Blood.

Opening the Scheduling

Scheduling masses will be open from one year of requesting date. For example, date requesting intentions is April 2026, mass intentions can be scheduled from April 2026 to April 2027.

Mass Requests at St. John's

Payment is due after scheduling is confirmed with rectory.

To have mass intentions said at St. John's, complete this form and bring it to St. John's rectory. We will schedule the mass intentions with you at the rectory. Dates requested are subject to availability and not confirmed until approved by rectory.

Dates requested: Up to 5 per requestor, 3 names per intention (**not to exceed 2 weekends**)
(See reverse for examples)

WEEKEND

Saturday	Month/Date/Year	Intention	Paid	For Office Use Only:
4:30 pm	_____	_____	_____	B O
	_____	_____	_____	B O
Sunday	Month/Date/Year	Intention	Paid	For Office Use Only:
8:00 am	_____	_____	_____	B O
	_____	_____	_____	B O
Sunday	Month/Date/Year	Intention	Paid	For Office Use Only:
10:30 am	_____	_____	_____	B O
	_____	_____	_____	B O

WEEKDAY

Day	Time	Month/Date/Year	Intention	Paid	For Office Use Only:
_____	8:00/8:40am	_____	_____	_____	B O
_____	8:00/8:40am	_____	_____	_____	B O
_____	8:00/8:40am	_____	_____	_____	B O
_____	8:00/8:40am	_____	_____	_____	B O
_____	8:00/8:40am	_____	_____	_____	B O

Person Requesting Mass Intentions: _____

Phone Number: _____ Date: _____

For Office Use Only: **Receipt Number:** _____