



DIOCESE of
MANCHESTER

Totus Tuus Parish Partnership Agreement

The parish Agreement requires a Deposit of \$1,225.00 to secure a date. The balance is due within two weeks of hosting Totus Tuus.

Dates are assigned on a first come first serve basis. Please list your 1st and 2nd choice of weeks.

We make every effort to accommodate requests but cannot guarantee if a number of parishes request the same week.

*Please note that all weeks have been well attended regardless of the week. We encourage you to consider partnering as parishes to host Totus Tuus, sharing the work and ensuring a well-attended week.

**The reservation of your Totus Tuus Week will be confirmed when your deposit has been received.

Parish Name _____

Parish Town/City _____

Parish Coordinator _____

Parish Coordinator Phone _____

Parish Coordinator #2 (if applicable) _____

Parish Coordinator #2 Phone (if applicable) _____

Pastor _____

Pastor Phone _____

Email _____

Please choose your preferred two dates:

Week 1: June 15-20

Week 2: June 22-27

Week 3: July 6-11

Week 4: July 13-18

Week 5: July 20-25

Week 6: July 27-Aug. 1

Location of Totus Tuus Program _____

Totus Tuus, the Parish Coordinator(s), and the Pastor agree to the following:

Parish Coordinator Generally. The Parish Coordinator(s) will be present, at all times during Totus Tuus programming at the Location. If the Parish Coordinator is not present, he or she will have a designated representative. The Parish Coordinator(s) will perform the additional duties set forth in the 2025 Totus Tuus Informational Guide.

Registration. The Parish Coordinator and the Parish will be responsible for registration. All Totus Tuus programs will allow only registered participants. Registration must include a completed medical release form for each participant, complete with emergency contact information. Registering for a Totus Tuus event commits a participant to stay for the entire duration of the program, unless prior arrangements have been made with the Totus Tuus representative and the Parish Coordinator. The Parish Coordinator will handle any participant who wishes to leave the Totus Tuus program early by contacting the parents/guardians.

Location. The Totus Tuus programming will occur at the Location listed above.

Off Site Events. Any off-site event (usually only one evening allowed for middle/high school programming) requires prior planning with, and notification to, the Totus Tuus representative and teachers prior to the Dates of the program. All off-site events require parental consent permission slips, the appropriate number of qualified chaperones (1 adult per 8 student ratio), and transportation which must be arranged by the Parish Coordinator. Totus Tuus representatives and teachers will not drive participants. Parish Coordinator will assure that all chaperones are Safe Environment certified and are at least 21 years of age. Appropriate transportation will be arranged by the Parish Coordinator and includes cars, mini-vans or buses; 11-15 passenger vans are not allowed. Parish Coordinator will see to it that Drivers are at least 25 years of age and have good driving records and current insurance coverage.

Participant Code of Conduct. Parish and Parish Coordinator will assist Totus Tuus representatives and teachers in assuring that, during Totus Tuus programs, participants will not a) possess weapons of any kind, including pocket knives; b) purchase, possess, consume, or distribute alcohol, illegal drugs, or tobacco; c) engage in any form of promiscuous activity or peer harassment; d) use profanity in any form; e) humiliate, ridicule, threaten, demean, or degrade anyone in any way; f) destroy or damage property; g) access or otherwise view pornography and other inappropriate social media content, including on personal electronic devices; or h) engage in any other behavior inconsistent with Catholic teaching.

Failure to adhere to this code of conduct will be addressed immediately and cooperatively between the Totus Tuus representative/teacher and Parish Coordinator and, where appropriate, the Pastor. The Parish Coordinator will notify parents/guardians and request that the child leave the Totus Tuus program. Depending on the severity of the infraction, the participant may not be able to return to the Totus Tuus program.

Deposit of \$1,225.00

We hereby acknowledge that we agree and understand all the terms and conditions of this agreement.

Parish Coordinator Signature _____ Date _____

Pastor Signature _____ Date _____

Diocesan Totus Tuus Coordinator: Karen Hettrick

Please make your check payable to: "Roman Catholic Bishop of Manchester" in the amount of \$1,225.00 to secure a date and mail payment and form to:

Diocese of Manchester
Attention: Finance Office
153 Ash Street
Manchester, NH 03104

Please add "Totus Tuus Parish Partnership Agreement" on the note portion of your check.