



The public celebration of Holy Mass outside of a sacred space requires the permission of the Chancellor of Spiritual Affairs, as follows:

1. **Permission to celebrate a Mass outside of a sacred space will be considered based on the following criteria:**
  - a. *Location:* is there a church in the local area where the Mass is planned to take place?
  - b. *Number of faithful attending:* is there a local church that can accommodate the number of faithful expected to be attending the Mass?
  - c. *Scheduling:* is there a local church that is able to accommodate the Mass for the planned event in its schedule?
  
2. **Letter of Request:** A letter of request is to be sent to the Chancellor of Spiritual Affairs outlining the pastoral reason for the Mass to be celebrated outside of a sacred space, detailing the following items:
  - a. The occasion for which the Mass is being celebrated.
  - b. The reason that the Mass cannot be celebrated in a local church (using the criteria noted in n. 1 above).
  - c. The alternate location (non-sacred space) where the Mass will be celebrated.
  - d. The date and time that the Mass will be celebrated.
  - e. The name of the priest who will celebrate the Mass.
  - f. The number of people that are expected to attend the Mass.
  
3. **Visiting Clergy Protocol:** If the celebrant is not from the Archdiocese of Toronto he must follow the directives of the *Visiting Clergy Protocol*.
  
4. **Parameters for the Celebration:** Once the above prerequisites have been provided, a response will be sent to the identified celebrant of the Mass. If permission to celebrate the Mass is granted, the norms identified in the *General Instruction of the Roman Missal* are to be followed.

Please contact the Office of Spiritual Affairs for further information.