



Requirements for Licensure of Priests and Deacons

1. Send a letter requesting licensure to Bishop Brown (bishop@delaware.church) and copy Kathleen Moore (kmoore@delaware.church).
2. Contact your canonical bishop and ask him/her to send a letter to the bishop of Delaware indicating that you are a priest or deacon in good standing and recommending that you be licensed in Delaware.
3. Send certificates to Kathleen Moore (kmoore@delaware.church) to confirm that you have completed the following workshops: Safeguarding God's People, Safeguarding God's Children, and Unconscious Bias. Training must be up-to-date and taken within the last three years of your application. If you require training, please contact Toni Snow (tsnow@delaware.church).
4. Initiate a background check with the Episcopal Church in Delaware by sending your full name, current mailing address, and primary phone number, along with your signed release forms (see attached) to Kathleen Moore (kmoore@delaware.church). The approximate cost is \$300. Upon completion, you will receive an invoice with payment instructions.
5. Contact Kathleen Moore (kmoore@delaware.church) to schedule an appointment to meet with the bishop and the canon to the ordinary.

Licenses are granted on a calendar year basis and automatically expire on December 31. To maintain your license, you must submit a renewal application by January 15 of each year. The form can be found at this link [License Application](#).

For questions, please email kmoore@delaware.church or call 302.256.0374. Thank you.