

A GUIDE FOR PARISHES AND ORGANIZATIONS

An Exhibit Designed by Blessed Carlo Acutis

THE APPEALS OF *Our Lady*

Marian Apparitions



Spirit
CATHOLIC
RADIO
NETWORK

Encounter Jesus!
spiritcatholicradio.com/mary
855-571-0200 | kvss@kvss.com

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THE APPEALS OF *Our Lady*

A Guide for Parishes and Organizations

ABOUT THE EXHIBIT

Spirit Catholic Radio is proud to be the home of two sets of the powerful exhibit Appeals of Our Lady. We've made the exhibit available to the public by loaning it to parishes and organizations at no cost.

This Vatican-approved international exhibit was designed and created by Blessed Carlo Acutis. Carlo, an artist, cartoonist and avid computer enthusiast, created the art for the panels before his death from leukemia at age 15. In 2014 after his death, the exhibit was completed and dedicated to the Virgin Mary. Acutis was profoundly marked in his spiritual journey by the Virgin Mary.

The exhibit is presented in the United States by the Carlo Acutis Association. It features 20 beautiful panels, 8, 2'x5' vinyl panels and 12, 4'x4' corrugated panels, highlighting Marian apparitions around the world. They include stunning images of Mary as well as well-documented facts and historical information about the apparitions. All of the apparitions displayed in this exhibition have been recognized by their local bishops. The display's purpose is to increase the faith of people on earth through awareness of the miracles of Marian apparitions.



ABOUT MARY

Catholics believe that worship is due to God alone. Catholics do, however, venerate Mary. In other words, we honor our Blessed Mother with great reverence and devotion because she is the Mother of God. Mary is the model of perfect love and obedience to Christ. God preserved Mary from sin, and she conceived our Lord by the power of the Holy Spirit, bringing Christ into our world.

Catholics can't help but honor the Blessed Virgin Mary, who is full of grace, the Mother of God and our Mother, for her "fiat or yes" to God that made the Incarnation possible. And without the Incarnation, we would not have salvation. Mary is the most beautiful model of total submission to the will of God.

Catholics do not view Mary as equal to Christ, but rather venerate Mary because of her relationship to Christ. The Catechism of the Catholic Church explains, "Mary's role in the Church is inseparable from her union with Christ and flows directly from it" (CCC 964). As Catholics, we pray that we can respond to God's call to holiness for our lives in the way that Mary did.

BRING THE EXHIBIT TO YOUR GROUP

Spirit Catholic Radio is proud to offer this exhibit to parishes and area organizations in order to promote devotion and reverence to the Blessed Virgin Mary, Mother of God. If your parish or organization would like to host this Church-approved exhibit, The Appeals of Our Lady, please complete the online form at spiritcatholicradio.com/mary/. Official display times, dates, and location information are required for booking. Reservations of the exhibit are on a first come basis and need to be made at least six weeks in advance of the date requested. To inquire about open dates for reservations, please call 855-571-0200

EXHIBIT IS FREE TO VIEW

Because Spirit Catholic Radio provides The Appeals of Our Lady exhibit at no cost to parishes and organizations, there must never be an admission fee or tickets sold for people to see the exhibit. However, Spirit Catholic Radio provides a locked donation box to accept free-will offerings. We ask you to place this donation box on a small display table near the exhibit. Funds collected are used for the upkeep of the exhibit and for print materials.



PICK-UP, TRANSPORT AND RETURN OF THE EXHIBIT

The parish or organization hosting the exhibit is responsible for both picking it up from and returning it to the Spirit Catholic Radio station.

You will need a van or pickup truck for transport, as the 4'x4' board panels do not fold up and all 12 of them are packed together in its own carrier. The 8 vinyl panels are rolled together in numerical order (see the upper left corner on the back of each panel) as a single bundle and secured by rubber bands. These panels, along with an x-frame stand for each vinyl panel, as well as the easels for the board panels, are packed in a blue, rolling golf bag for easy transport. This golf bag measures approximately 4'6" long x 1 1/2' wide x 11" deep.

The table materials will come in an accompanying suitcase or rolling crate.

Spirit Catholic Radio
13326 A Street
Omaha, NE 68144
855-571-0200



Sign the "Acceptance of Stewardship, Care & Responsibility" Form at Pick-Up

When you arrive at the Omaha Spirit Catholic Radio Studio to pick-up the reserved exhibit for your parish or organization, you will be required to read, acknowledge and sign the "Acceptance of Stewardship, Care & Responsibility" form before the exhibit can be released and entrusted to your care. It is expected and appreciated that you take proper care of the exhibit, as well as repack it and return it in the same manner AND condition as it was received.

PLEASE DO NOT ALLOW YOUTH UNDER AGE 15 TO HANDLE, SET-UP OR TAKE DOWN THE EXHIBIT.

See **Attachment D** for a copy of the "Acceptance of Stewardship, Care & Responsibility" form.

Complete the "Proper Care, Packing & Return Checklist" Form Before Returning Exhibit

When you return the exhibit to the Spirit Catholic Radio studio where you picked it up at, you will be required to provide us with your completed and signed "Proper Care, Packing & Return Checklist" form to ensure the exhibit is properly repacked in an acceptable manner and returned in good condition. We will ask you, before you leave the Spirit Catholic Radio station, to take time to review this form with us, together, so we can inspect the exhibit and the manner in which it was repacked and returned. Please kindly let us know immediately if any stands, exhibit panels, pieces or parts are broken, damaged or missing.

See **Attachment E** for a copy of the "Proper Care, Packing & Return Checklist" form.

MARIAN APPARITIONS INCLUDED IN THE EXHIBIT

The following is a list of The Appeals of Our Lady panels that are part of the Spirit Catholic Radio traveling exhibit. Each display panel comes with its own easel or x-frame stand.

4'x4' Board Panels | 12 Total | Uses Easels



1. Guadalupe, Mexico - 1531
2. Siluva, Lithuania - 1608
3. Laus, France - 1664-1718
4. La Salette, France - 1846
5. Lourdes, France - 1858
6. FiliPov, Czech Republic - 1866
7. Gietrzwald, Poland - 1877
8. Fatima, Portugal I - 1917 (Angel Apparition)
9. Fatima, Portugal II - 1917 (7 Apparitions)
10. Fatima, Portugal III - 1917 (Includes Vatican Photo)
11. Banneux, Belgium - 1933
12. Kibeho, Rwanda - 1981

2'x5' Vinyl Panels | 8 Total | Uses X-Frame Stands



1. Narrative on the Display
2. How to Pray the Rosary
3. Paris, France - 1830
4. Rome, Italy - 1842
5. Pontmain, France - 1871
6. Knock, Ireland - 1879
7. Beauraing, Belgium - 1932
8. Thank you

Of the 20 panels, you will notice there are 12, 4'x4' board panels and 8, 2'x5' vinyl panels. The first 2'x5' panel is an intro panel and the last 2'x5' panel is an outro panel. When you receive the exhibit from Spirit Catholic Radio, be aware that the back of each panel is sequentially numbered (see the number in the upper left-hand corner on the back of the panel) to match the list above. The set-up of the panels should be grouped together by panel size and in numerical/date order to ensure the panels are in proper sequence. The panels illustrate both graphic and written depictions of the apparitions.

INVITE JOSHUA BURKS TO SPEAK AT YOUR EXHIBITION EVENT

Joshua Burks is an Associate Teacher at The Emmaus Institute for Biblical Studies in Lincoln, NE. His studies and teaching focus especially on New Testament texts and themes, with special attention given to Mary and Biblical Mariology. Previous to his time teaching, Joshua spent four years as a missionary and Team Director with FOCUS, concurrently completing his graduate studies with the Augustine Institute Graduate School of Theology. Next to love of God is his love for his wife, Elizabeth, and their four boys. Joshua is also the co-host alongside Fr. Andrew Dickinson of the podcast, FAD&DAD, a show that walks through the wisdom of the Church Fathers in the context of good friendship and conversation.



Please contact Joshua Burks directly at:
The Emmaus Institute for Biblical
3601 Calvert St. Suite 23
Lincoln, NE 68506
Email: jburks@emmausinstitute.net
Website: www.emmausinstitute.net

The Emmaus Institute for Biblical Studies exists to promote such a vision—the vision of a biblically literate community of God’s people, enkindled with the knowledge and love of Christ, through a deepening understanding of Scripture and its centrality in the life and liturgy of the Church. We believe the time is right for such a vision, especially given the travail of the Church on many fronts and the longing of so many Christians, Catholic and non-Catholic alike, to grow deeper in their relationship with Christ and more faithful as his disciples in home, Church, and world.

INVITE THE KNIGHTS OF THE HOLY EUCHARIST TO SPEAK AT YOUR EXHIBITION EVENT

The Knights of the Holy Eucharist, KHE, founded in 1998 by Mother Angelica of EWTN, are a community of consecrated lay Franciscan brothers dedicated to adoration of and fostering reverent devotion to Our Lord in the Most Blessed Sacrament of the Eucharist. Parishes and organizations booking The Appeals of Our Lady display for exhibit are also encouraged to invite the KHE to be present at your location to provide a customized talk as part of your exhibition event and promotion of The Appeals of Our Lady.

The KHE will tailor their talks for parishes and organizations based on the group being addressed (e.g., young children, teens or adults). The KHE will want to understand what you would like to emphasize most regarding Mary, depending on the audience. For instance, you may wish to highlight how to respond to Christ through Mary by learning how she and the Rosary relate to the Eucharist. Perhaps your parish or organization also has a goal to increase Adoration of Our Lord in the Blessed Sacrament, to promote more intentional Perpetual Adoration, and to pray the Rosary daily.

You may contact Brother David Mary to schedule one or more sessions at your parish or organization while The Appeals of Our Lady exhibit is being displayed. To arrange a talk by a Brother of the KHE, you must email Brother David Mary directly. When checking availability with the KHE, a minimum of two weeks notice is required ahead of the desired date of the event, but we suggest contacting them as soon as possible. All requests must also include details of scheduled dates, times, and expectations.

Please contact Brother David Mary directly at:

Knights of the Holy Eucharist

7303 N 112th Street

Waverly, NE 68462

Email: knightsinfo@gmail.com

Web: <http://www.knightsoftheholyeucharist.com/>

The KHE is a lay apostolate of consecrated Franciscan Brothers under the direction and guidance of the Diocese of Lincoln. We suggest you take up a charitable collection during their talk to help support the KHE's time, travel and expenses. The KHE does not receive financial support from the Diocese of Lincoln.

PROMOTE YOUR EXHIBIT

Upon agreeing to host the *The Appeals of Our Lady* exhibit, you may consider promoting your exhibition event with the following suggestions.

Bulletin and/or Pulpit Announcements

Provided below are two different templates (to be customized with your specific exhibition event location, display dates and viewing times) for inclusion into your parish bulletin and/or for use as a pulpit or intercom announcement. Feel free to also share this bulletin announcement with your neighboring parishes and encourage them to come and see the *The Appeals of Our Lady* as well.

(Without the KHE):

The Appeals of Our Lady Coming to Parish Name

Parish Name will be hosting *The Appeals of Our Lady*, a Vatican-approved international exhibit, from Insert Display To-From Dates in the Parish Hall at Street Address, City Name. It is free to view from Time a.m. to Time p.m. on Day(s) of Week. The *The Appeals of Our Lady* exhibit is a traveling display on loan from Spirit Catholic Radio. It features 20 beautiful panels that highlight Marian apparitions that have taken place around the world. Encounter our Blessed Mother in this unique and powerful display! For more information, visit spiritcatholicradio.com/mary.

OR

(With the KHE):

The Appeals of Our Lady & Knights of the Holy Eucharist Coming to Parish Name

Parish Name will be hosting *The Appeals of Our Lady*, a Vatican-approved international exhibit, from Insert Display To-From Dates in the Parish Hall at Street Address, City Name. It is free to view from Time a.m. to Time p.m. on Day(s) of Week. The *The Appeals of Our Lady* exhibit is a traveling display on loan from Spirit Catholic Radio. It features 20 beautiful panels that highlight Marian apparitions that have taken place around the world. Encounter our Blessed Mother in this unique and powerful display! For more information, visit spiritcatholicradio.com/mary.

While *The Appeals of Our Lady* are on display, we are honored to have the Knights of the Holy Eucharist deliver compelling sessions about the Eucharist and its connection to the Rosary and Mary. The Knights of the Holy Eucharist are consecrated lay Franciscan brothers dedicated to fostering reverent devotion to Our Lord in the Most Blessed Sacrament.

8 ½ x 11 Flyer

Once your event is booked and confirmed, Spirit Catholic Radio will provide you with an editable Word template of an 8 ½ x 11 flyer (to be customized with your specific exhibition event location, display dates and viewing times). This flyer may be used for handouts and/or posting on your bulletin boards, or for use to insert into the bulletin as a separate sheet, or to attach in an email to invite parishioners, organizational members, Catholic schools and parents, or others to your event (see Attachment A for a sample completed flyer).

Free Online Events Calendar

Spirit Catholic Radio has a free online events calendar that receives thousands of views on a regular basis. We encourage parishes and organizations to post their exhibition event of *The Appeals of Our Lady* at <https://spiritcatholicradio.com/resources/events/community-events/>. It may take up to five business days for an event to appear in the online events calendar at <https://spiritcatholicradio.com/resources/events>. See **Attachment B** for a sample calendar entry.

Purchase On-Air Announcements

If your parish or organization would like to further promote your exhibition event of *The Appeals of Our Lady*, you may wish to consider purchasing on-air announcements, designed for non-profit organizations, to be mentioned on Spirit Catholic Radio. To view the affordable non-profit packages offered by Spirit Catholic Radio, including an online request form, visit our web page at <https://spiritcatholicradio.com/contact/purchase/>.

Additional Marketing Suggestions

Online Calendar for your Diocese:

- Omaha Archdiocese Online Calendar of Events: <https://archomaha.org/submit-an-event/>
- Des Moines Diocese Online Calendar of Events: Please send requests directly to Anne Marie Cox (ACox@dmdiocese.org). They list events that are open to the public and in the Des Moines Diocese with a focus on events that involve multiple parishes rather than events that are limited in scope to a specific parish or school. If your exhibition event is open to the public and in the Des Moines Diocese, please send it to Anne Marie Cox for consideration.
- Lincoln Diocese Online Calendar of Events: <http://www.lincolndiocese.org/calendar>. Please use the Submit button located directly above the calendar at the top of the page
- Grand Island Diocese Online Calendar of Events: <http://www.gidiocese.org/about-us/contact-us>

Diocesan Newspaper:

- Omaha Archdiocese Newspaper – The Catholic Voice:
 - <http://catholicvoiceomaha.com/>
 - Email: seszalewski@archomaha.org or call 402-558-6611
- Des Moines Diocese Newspaper – The Catholic Mirror:
 - <http://www.dmdiocese.org/catholic-mirror>
 - Email Kelly Mescher Collins (KCollins@dmdiocese.org) or call at 515-237-5054, or Email Anne Marie Cox (ACox@dmdiocese.org) or call at 515-237-5046

- Lincoln Diocese Newspaper – Southern Nebraska Register:
 - <http://www.lincolndiocese.org/snr>
 - Email: <http://www.lincolndiocese.org/contact-us> or call 402-488-0090
- Grand Island Diocese – The West Nebraska Catholic (Magazine):
 - <https://gidiocese.org/wnc>
 - Email: communicationsgidiocese.org or call (308) 382-6565

Feel free to also consider promoting your event through secular media sources such as your local newspapers, secular radio stations, and various social media websites. With advance permission, you may also post your event flyers at neighboring parishes, in local grocery and retail stores, restaurants, gas stations and truck stops.

MANAGE YOUR EXHIBIT

It is a good idea to be mindful of where and how you set up The Appeals of Our Lady exhibit. You will need a reasonable amount of space for the exhibit as it includes 12, 4'x4' board panels and 8, 2'x5' vinyl panels. You will also need a small table for display-related materials.

Many parishes set up the exhibit either in their church hall, narthex or school gym. When setting up the exhibit, remember to place the panels in proper sequential order by date of when the apparitions occurred. See page 5 of this Guide for more details as well as a properly-ordered list of the apparitions.

Set Up a Small Display Table Near the Exhibit

You will need a small display table (e.g., 4'x4' or a 6'x6' table is a good size) for the free materials and items listed below that are provided by Spirit Catholic Radio as part of the exhibit. We suggest you cover the table with a nice-looking table cloth and place the table near the entrance of the exhibit.

OFFER HELPFUL FREE MATERIALS PROVIDED BY SPIRIT CATHOLIC RADIO

Spirit Catholic Radio provides some helpful materials as part of the exhibit. These materials may include the following resources:

The Appeals of Our Lady Rack Cards – These handy cards explain the origination of the exhibit and its creator, Bl. Carlo Acutis, as well as other helpful information.

Memorare Holy Cards – These wallet-size holy cards share the beloved Memorare prayer that reminds us that we have a wonderful advocate and protector in the Mother of our Lord, the Blessed Virgin Mary. The Memorare invites us to ask the Blessed Mother for her assistance and her grace, especially when we feel most troubled in our daily lives.

Materials continue to next page



Spirit Catholic Radio Program Guides – These helpful guides outline the most popular programs heard on-air on the Spirit Catholic Radio network and encourage people to tune-in and listen!

Spirit Catholic Radio Program Grids – This 8 ½ x 11 flyer illustrates a program grid listing all programs heard on-air, Monday-Friday, between the hours of 5:00 a.m. through 11:00 pm.

Spirit Catholic Radio Tune-In Cards – These wallet-size cards help you find your local Spirit Catholic Radio station by geographic location so you can tune-in and listen to the appropriate FM channel in your area.

Spirit Catholic Radio Bookmarks – These popular bookmarks feature a beautiful photo of the Exhibit's creator, Bl. Carlo Acutis. There is a featured prayer on the card for his cause for sainthood. This is a great card for youth since it highlights the first millennial saint!

Prayer Request Box with Prayer Cards – Spirit Catholic Radio provides a prayer request box and prayer cards for visitors to write and provide their prayer requests to us. We know there is a strength and peace that comes when we pray for one another. Our staff at Spirit Catholic Radio remembers these prayer intentions during our weekly staff prayer before the Exposed Blessed Sacrament each Tuesday morning at 9:30 a.m. in our beautiful Chapel of the Word Incarnate.

Free-Will Offering Box – Spirit Catholic Radio also provides a locked donation box to accept free-will offerings. We ask you to place this donation box on a small display table near the exhibit. Funds collected are used for the upkeep of the exhibit and for print materials.

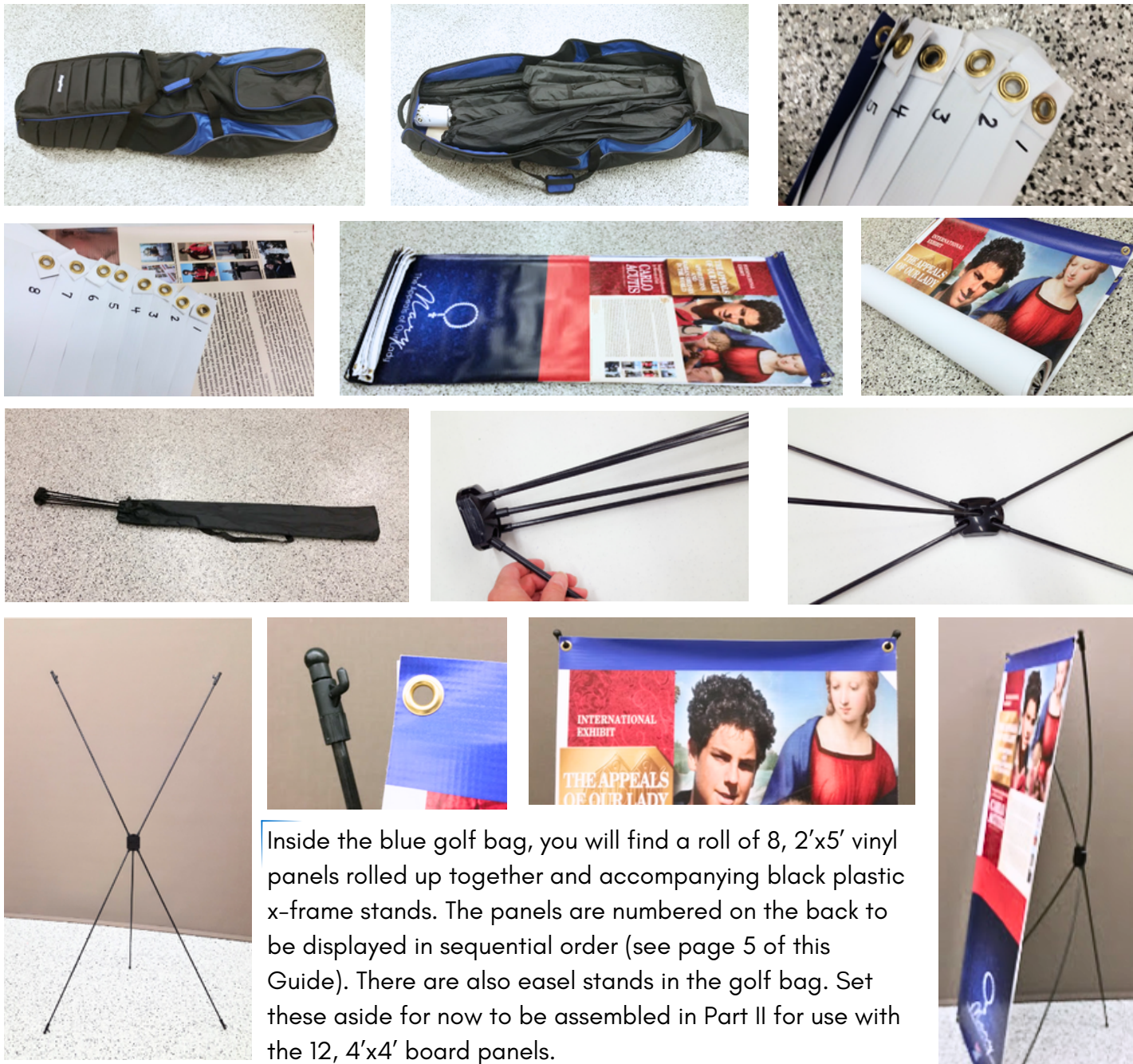
Exhibition Viewing Signage

Once your event is booked and confirmed, Spirit Catholic Radio will provide you with a pdf of 8 ½ x 11 signs that you can print and post in your exhibit area to help visitors know where to start viewing the exhibit and which direction to proceed as they view each of the apparitions. See Attachment C for an example of what these signs look like.



SET-UP AND TAKE DOWN OF THE EXHIBIT

Part I – Open Golf Bag / Assemble 2'x5' Vinyl Panels with X-Frame Stands:



Inside the blue golf bag, you will find a roll of 8, 2'x5' vinyl panels rolled up together and accompanying black plastic x-frame stands. The panels are numbered on the back to be displayed in sequential order (see page 5 of this Guide). There are also easel stands in the golf bag. Set these aside for now to be assembled in Part II for use with the 12, 4'x4' board panels.

Setting up the x-frame stands is fairly simple. The only caution is to be gentle with the stands, as they are susceptible to breaking/cracking. Sometimes the balls of the feet will fall off and the stands will detach. Just simply plug the balls of the feet back on and re-insert the black poles into the main connector.

When taking the exhibit down, PLEASE pack away the vinyl panels and x-frame stands back into the blue golf bag exactly the way you received them.

In the event any damage occurs, we ask that you please let us know so we can make appropriate repairs and/or replacements. **Keep the broken stands separate.**

SET-UP AND TAKE DOWN OF THE EXHIBIT

Part II – Assemble 4'x4' Board Panels with Easel Stands:



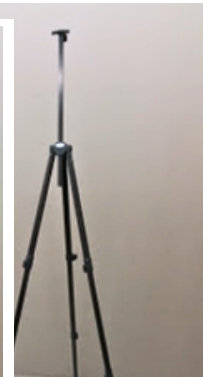
Unclip the locks on each leg of the easel.



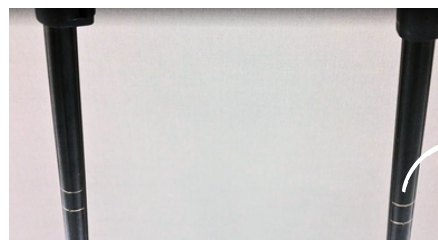
Unlock top of easel stand to extend center brace up.



Extend and lock easel legs into place.



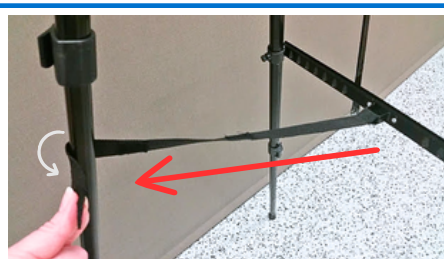
Once center brace is fully extended, lock it into place by folding clip back down. Next we will place and secure the ledge onto the easel stand.



After hooking the ledge onto the easel stand, carefully move it up and place it between the gold marker lines on each of the legs, and then tighten the screw on each leg to lock the ledge into place.



Tighten screw on each leg to lock ledge into place between the gold marker lines.



Take the strap and wrap it around the back leg and Velcro it into place to secure the legs.

SET-UP AND TAKE DOWN OF THE EXHIBIT

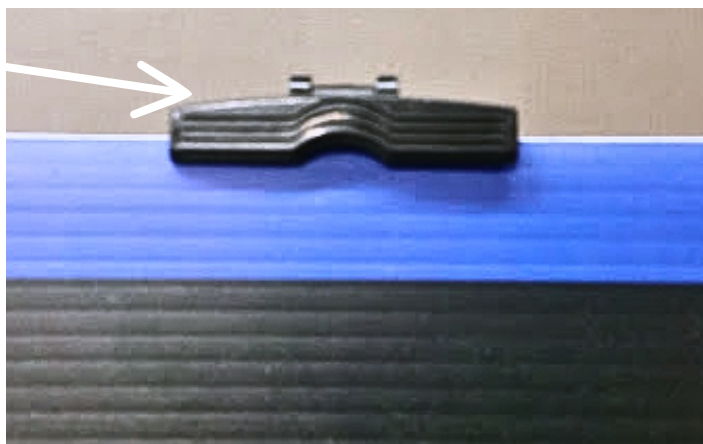
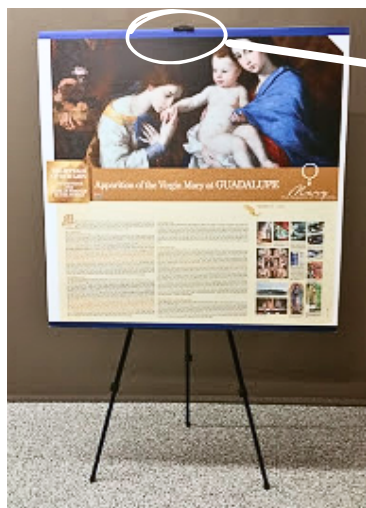
Part II Continued – Assemble 4'x4' Board Panels with Easel Stands:



This is the way the easel stand will look once you have it assembled.

Now we are ready to remove the 12, 4'x4' board panels from their grey carrying case. The panels are numbered on the back to be displayed in sequential order (see page 5 of this Guide).

After removing the panels from their case, we will position each panel on its own easel stand. First, set the panel on the ledge of the easel and center it on the stand. You may have to adjust the ledge slightly. Then adjust the center brace of the easel stand either up or down, as appropriate, before locking the panel into place with the top clip of the center brace.



Using the top clip of the center brace of the easel stand, secure the panel in place.

ADDITIONAL INFORMATION ABOUT THE APPEALS OF OUR LADY

Provided below are some helpful resources where you can access additional information about The Appeals of Our Lady.

1. Italy Website - <http://www.themarianapparitions.org/en/avm/la-mostra-ideata-da-carlo-acutis>

On this site, you can go to this page where you can download JPGs of the Marian apparitions: http://www.themarianapparitions.org/en/avm/vale_do_paraiba
You can also download other helpful educational resources here:
<http://www.themarianapparitions.org/en/avm/download>

2. Carlo Acutis Website - <http://www.carloacutis.com/en/association/mostra-apparizioni-della-madonna-e-i-suoi-appelli>

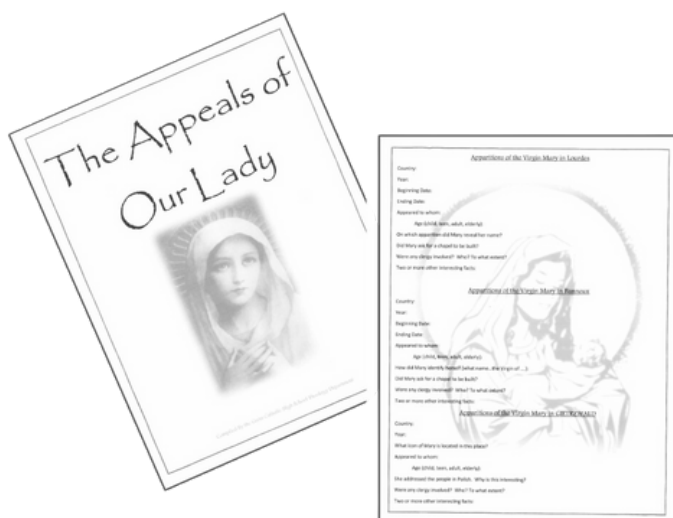
Here you will find out more about Blessed Carlo Acutis, his background, and the cause for his beatification. If you email them at info@carloacutis.com or complete their online form at <http://www.themarianapparitions.org/en/avm/riciesta-materiale>, they will send you some interesting materials and brochures, free of charge and in English, directly from Italy.

BEST PRACTICES: GET YOUTH ENGAGED IN YOUR EXHIBITION EVENT

Scavenger Hunt

Gross Catholic High School in Bellevue, Nebraska, displayed The Appeals of Our Lady and utilized a Scavenger Hunt as a helpful aid in teaching the youth about our Blessed Mother. This creative quiz, developed by their Theology Department, sent the youth on an exploratory journey to search the exhibit and discover the answers to several questions about 14 of the apparitions of Our Lady, along with some questions about Carlo Acutis.

Ask a Community Engagement Coordinator to email you the document to use



GET YOUTH ENGAGED CONTINUED...

***This event was put on with the Eucharistic Miracles Display, but could easily be replicated with The Appeals of Our Lady Display and studying the apparitions.*

Our Lady of the Holy Rosary Church in Glenwood, Iowa, displayed the Eucharistic Miracles of the World exhibit to celebrate 20 years of adoration. During this celebration, they were also intent on engaging their youth in learning about the Real Presence of Jesus in the Holy Eucharist. Guided by the Holy Spirit, the co-teachers of the Senior CCD Class, Monica Hughes, Mary Sneed, and Deb DeYoung were inspired with an incredible plan.

First, about two weeks before the scheduled exhibition event, the teachers discussed with the class what a Eucharistic Miracle is. Then they assigned each senior student a Eucharistic Miracle to research. During the CCD class, each student was asked to pull out their cell phone, search for their assigned miracle on the Real Presence Website (see page 17), and study the interesting facts and findings about "their" miracle.

Next, on a Wednesday evening from 6:30 p.m. to 8:00 p.m., the CCD classes viewed the Eucharistic Miracles exhibit together in groups, with phased-in start times arranged by grade level. The Senior CCD Class led the instruction of over 150, 3rd through 11th graders about the Eucharistic Miracles. Each senior stood by their assigned miracle's panel, and as the youth rotated through the exhibit to view and learn about each miracle, it was the responsibility of each senior to teach and discuss the miracles with the youth.



"The seniors, as well as the younger students, all learned about the Real Presence of Jesus in the Blessed Sacrament. The lives of the youth were forever changed by the amazing holy instruction offered by the seniors regarding the significance of the Holy Eucharist. All the kids were astonished to learn about Eucharistic Miracles dating from 750 AD to 2008 from all over the world. Many commented they would someday like to visit, in person, the places where these miracles actually occurred."

Mrs. Monica Hughes, Senior CCD Co-Teacher, Our Lady of the Holy Rosary Church, Glenwood, Iowa

FREQUENTLY ASKED QUESTIONS

How big is the exhibit?

The exhibit includes 12, 4'x4' board panels and 8, 2'x5' vinyl panels. See photos in this Guide on pages 2 and 5 for more details

How many days can I reserve the exhibit?

Your parish or organization may reserve the exhibit from 1-14 days and may pick it up from Spirit Catholic Radio the day before or day of your event. We request you return the exhibit either the day your event ends or the day after your event ends.

Which apparitions are included in the exhibit?

See page 5 in this Guide for a complete list of the Marian apparitions illustrated in The Appeals of Our Lady exhibit offered by Spirit Catholic Radio.

Can we receive info sheets or PDFs about each of the Marian apparitions to use for youth or adult education as part of our exhibit event?

See page 14 of this Guide for additional information about the The Appeals of Our Lady where you will find helpful websites that provide downloads of each of the Marian apparitions, along with other wonderful information.

Can we invite the Knights of the Holy Eucharist (KHE) to come to our parish or organization to provide a custom talk as part of our event/promotion of the The Appeals of Our Lady?

Yes, doing so is highly encouraged. See page 6 of this Guide for information and details on how to contact the Knights of the Holy Eucharist located in Waverly, NE.

Can our exhibition event be promoted on Spirit Catholic Radio's online Events Calendar?

Absolutely! It is your option to complete the online entry form on Spirit Catholic Radio's website to advertise, for free, The Appeals of Our Lady exhibition event at your parish or organization. See page 8 of this Guide to learn how to easily post your event on our calendar.

Will you send me a promotional flyer?

Yes, we will email you a Word template of an editable 8 ½ x 11 flyer (to be customized with your specific exhibition event location, display dates and viewing times).

Will you send me a bulletin announcement and a pulpit announcement?

Yes, see page 7 of this Guide for an editable, customizable paragraph for direct inclusion into your bulletin or for use as a pulpit announcement.

How big of a car do I need to transport the exhibit?

You will need a van or truck for transport. The 4'x4' panels do not fold up and come in their own carrier. The 2'x5' panels, x-frame stands and easels are packed in a black and blue, rolling golf bag for easy transport. The golf bag measures approximately 4'6" long x 1 ½' wide x 11" deep.

Where do I pick up and return the exhibit (where is Spirit Catholic Radio station located)?

You will need to pickup and drop-off the display at our Omaha Station. The address is 13326 A St., Omaha, NE 68144. Please call us at 855-571-0200 if you have questions.

ATTACHMENTS

Attachment A – Sample 8 ½ x 11 Promotional Flyer



St. Bernadette Church Omaha, NE

Wed., April 11 – 3:00 -7:00 p.m.
Thurs., April 12 – 3:00 -7:00 p.m.
Friday, April 13 – 3:00 -6:00 p.m.
Sat., April 14 – 9:00 a.m.-Noon & 3:00-6:00 p.m.
Sun., April 15 – 8:00-11:00 a.m. & 5:00-8:00 p.m.
Mon., April 16 – 3:00 -7:00 p.m.

This traveling exhibit features 20 beautiful panels that illustrate Marian apparitions that have taken place around the world. The panels include stunning images of Mary as well as well-documented facts and historical information about the apparitions. Encounter our Blessed Mother in this unique and powerful display!



Display is open FREE to the public

Display on loan from Spirit Catholic Radio
spiritcatholicradio.com/mary



Attachment B – Sample Online Calendar Entry

Appeals of Our Lady Coming to St. Bernadette in Bellevue, NE

April 11 @ 3:00 pm - April 16 @ 7:00 pm Free



St. Bernadette Church in Bellevue will be hosting Spirit Catholic Radio's Appeals of Our Lady exhibit from April 11-16 at the Church Social Hall, 7600 S. 42nd Street, Bellevue. The display is free to view as follows:

Wed., April 11 – 3:00 -7:00 p.m.

Thurs., April 12 – 3:00 -7:00 p.m.

Friday, April 13 – 3:00 -6:00 p.m.

Sat., April 14 – 9:00 a.m.-Noon & 3:00-6:00 p.m.

Sun., April 15 – 8:00-11:00 a.m. & 5:00-8:00 p.m.

Mon., April 16 – 3:00 -7:00 p.m.

The exhibit features 20 beautiful panels that illustrate Marian apparitions that have taken place around the world. The panels include stunning images of Mary as well as well-documented facts and historical information about the apparitions. Encounter our Blessed Mother in this unique and powerful display! For more information, visit spiritcatholicradio.com/mary.

+ GOOGLE CALENDAR

+ I CAL EXPORT

Details

Start:

April 11 @ 3:00 pm

End:

April 16 @ 7:00 pm

Cost:

Free

Website:

<http://www.stbernadetteparish.org>

Venue

St. Bernadette 7600 So.
42nd St. Bellevue, Ne 68147

7600 So. 42nd St.
Bellevue, 68147 United States

Organizer

St. Bernadette Church

Phone:

4027314694

Email:

saenzolera@archomaha.org

Website:

www.stbernadetteparish.org

Attachment C – Exhibition Viewing Signage

Ask a Community Engagement Coordinator to email you the signage



**START VIEWING
EXHIBIT HERE**





EXHIBIT ENDS HERE





**PROCEED VIEWING
EXHIBIT TO THE LEFT**





**PROCEED VIEWING
EXHIBIT TO THE RIGHT**





**SEE EXHIBIT IN THE
PARISH NARTHEX**



**SEE EXHIBIT IN THE
PARISH HALL**

Attachment D – “Acceptance of Stewardship, Care & Responsibility” Form



ACCEPTANCE OF STEWARDSHIP, CARE & RESPONSIBILITY

| I AGREE: | READ AND ACKNOWLEDGE: |
|--------------------------|--|
| <input type="checkbox"/> | Our parish or organization accepts full responsibility for the proper stewardship and care of <i>The Appeals of Our Lady</i> exhibit. |
| <input type="checkbox"/> | We will take great care to prevent damage by NOT dragging the display bags on the ground. |
| <input type="checkbox"/> | We agree to review the GUIDE FOR PARISHES AND ORGANIZATIONS with our event team to ensure everyone is aware of how to properly assemble and disassemble each easel, each x-frame stand, and their panels. |
| <input type="checkbox"/> | As we unpack and assemble (and later disassemble and repack) the exhibit, we will keep careful track of any missing or broken pieces or any damage done to the exhibit so we can inform Spirit Catholic Radio of needed repairs or replacements. |
| <input type="checkbox"/> | We acknowledge and understand that only persons age 15 or older will be allowed to assist in unpacking, assembling, setting up, disassembling and repacking the exhibit. |
| <input type="checkbox"/> | We agree and will commit to repacking the exhibit according to the instructions and in the EXACT same way in which we received it. |
| <input type="checkbox"/> | When repacking the exhibit, we will be careful to repack any remaining handouts/materials and their plastic display containers, locked donation box, and prayer box/cards into the small blue “book bag.” |
| <input type="checkbox"/> | If we have any questions as we unpack, assemble, disassemble and repack the exhibit, we will contact Spirit Catholic Radio at 855-571-0200 (M-F, 8a-5p). |

On behalf of my parish or organization, _____, I agree to exercise proper stewardship, care and responsibility of *The Appeals of Our Lady* exhibit while it is on loan to us and in our entrusted possession. I agree we will also repack it and return it in the same condition in which we received it.

Today's Date

Print Name Here

Sign Name Here

Attachment E – “Proper Care, Packing & Return Checklist” Form



PROPER CARE, PACKING & RETURN CHECKLIST

| I AGREE: | READ AND ACKNOWLEDGE: |
|--------------------------|---|
| <input type="checkbox"/> | Our parish or organization exercised the proper stewardship, care and responsibility for <i>The Appeals of Our Lady</i> exhibit while it was in our possession. |
| <input type="checkbox"/> | We have inspected the outside of each exhibit bag and have noted any tears, damage or soil to the bags here: |
| <input type="checkbox"/> | As we disassembled and repacked the exhibit, we have noted any missing or broken pieces or any damage done to the exhibit here so Spirit Catholic Radio can make any needed repairs or replacements: |
| <input type="checkbox"/> | We exercised careful attention as to how the exhibit was repacked, ensuring that we repacked it in the EXACT same manner in which we received it. |
| <input type="checkbox"/> | When we repacked the exhibit, vinyl panels #1-#8 were properly rolled together in one bundle and secured by rubber bands. When we repacked the 12 board panels in the 4'x4' carrying case, we placed them in proper numerical order as well. |
| <input type="checkbox"/> | When we repacked the x-frame stands in each of their individual bags, we placed the stands "feet first" in each bag and properly tightened and sealed each bag. When we repacked the easels in their own bag, we secured the Velcro strap around each easel and properly sealed each bag. |
| <input type="checkbox"/> | When we repacked the exhibit, we repacked any remaining handouts/materials and their plastic display containers, locked donation box, and prayer box/cards into the small blue "book bag." |
| <input type="checkbox"/> | When we repacked the exhibit, we made sure the GUIDE FOR PARISHES AND ORGANIZATIONS was also repacked in the blue golf bag. |
| <input type="checkbox"/> | Upon return of the exhibit, please make any other notes or observations here that Spirit Catholic Radio should be informed about: |

On behalf of my parish or organization, _____, I have exercised the proper stewardship, care and responsibility of *The Appeals of Our Lady* exhibit while it was in our entrusted possession, and we have repacked it and returned it in the same condition in which we received it.

Today's Date

Print Name Here

Sign Name Here