

## Procedures for Ordering Catholic Religious Emblems

for Cub Scouts, Scouts, and Venture Scouts Archdiocese of Cincinnati

Here are the important steps to follow when using our Order Form to obtain Religious Emblems:

- The original, signed Application page and evaluations detached from each Scout's book, should be submitted along with our Order Form (on reverse), and payment by check. For Light of Christ and Parvuli Dei, application and evaluation pages are pages 51-56. For Ad Altare Dei, these are the beige pages; for Pope Pius XII, these are the green pages. *Failure to include these pages will cause a delay in processing.*
- Send a unit, parish or personal check payable to "Archdiocese of Cincinnati" with all orders. We do not take credit card payments, and cash should not be sent through the mail. If you need a receipt for reimbursement, please make a copy of the order form and your check prior to sending as we will not provide receipts.
- ALL ORDERS MUST BE MAILED TO THE ARCHDIOCESE. NO EXCEPTIONS. The mailing address is on the other side.
- To receive your order by mail, mark the "Mail to Leader/Parent" box in the upper righthand corner of the order form and add the cost of shipping and handling. Mail the original, signed Application page and evaluation detached from each Scout's book, along with the order form and payment. Mail orders will be sent to the name and address as noted at the top of the order form, unless otherwise indicated.
- For emblems being presented at the Cathedral Ceremony, mark the "Receive at Cathedral Ceremony" box in the upper right-hand corner of the form. Mail the original, signed Application page and evaluation detached from each Scout's book, along with the order form and payment.
- Emblem order fulfillment is all done by volunteers; therefore, plan a minimum processing time of 14 business days from the date that your order is received in our office. Note that stamped mail from residential areas of the Archdiocese often takes two or three days to travel between your house and our office. We use first class mail only; no exceptions will be made.

Thank you for the time and effort you give to support Catholic Scouting!

If you have any questions about the above procedures or the order form, or need additional information about the religious emblems programs, please contact:

Brother Andrew Kosmowski, SM  
Chairman, Archdiocesan Catholic Committee on Scouting  
Phone: 937-429-2521  
Email: [kosmowski1@udayton.edu](mailto:kosmowski1@udayton.edu)

# Religious Emblems Order Form

(Revised May, 2024)

**Please Choose one of the following:**

\_\_\_\_\_ Mail to Leader/Parent  
(Shipping and Handling fees apply)

\_\_\_\_\_ Receive at Cathedral Ceremony  
March 23, 2025

Offered by: Catholic Committee on Scouting, Archdiocese of Cincinnati

[www.archcincyccos.org](http://www.archcincyccos.org)

Administered by: Center for the New Evangelization

[www.resources.catholicaoc.org/offices/center-for-the-new-evangelization/youth-evangelization](http://www.resources.catholicaoc.org/offices/center-for-the-new-evangelization/youth-evangelization)

**PLEASE PRINT**

**Name of Leader/Parent** \_\_\_\_\_

**Phone** \_\_\_\_\_

**Email Address (not shared)** \_\_\_\_\_

**Street Address** \_\_\_\_\_

**City, State Zip** \_\_\_\_\_

**Parish of Leader/Parent** \_\_\_\_\_

**Pack, Troop, Crew #** \_\_\_\_\_ **Chartered Org.** \_\_\_\_\_

Description	How to Wear	Quantity	\$/Each	\$ Sub-total
Light of Christ emblem*	For ceremonial wear by youth		13.00	
Light of Christ lapel pin	For Parents		6.50	
Parvuli Dei emblem*	For ceremonial wear by youth		13.00	
Parvuli Dei lapel pin	For Parents		6.50	
Ad Altare Dei emblem*	For ceremonial wear by youth		14.25	
Ad Altare Dei lapel Pin	For Parents		6.50	
Pope Pius XII emblem*	For ceremonial wear by youth		14.25	
Pope Pius XII lapel pin	For Parents		6.50	
			<b>Sub-total</b>	
*Each youth emblem comes with an unsigned pocket certificate			<b>S &amp; H</b>	
Shipping and Handling fees apply ONLY to orders being mailed to Leader/Parent			<b>Total</b>	
For Sub-total of \$15.00 or less, add \$1.50; over \$15.00, add 10%				

**Send the following:**

1. This Order Form
2. Your Check payable to "Archdiocese of Cincinnati"
3. Original signed emblem applications AND evaluations, detached from each Scout's book

**To:**

Catholic Committee on Scouting  
Center for New Evangelization  
Archdiocese of Cincinnati  
100 East Eight Street  
Cincinnati, OH 45202-2150

**Office Use Only**

Received date:	Called date:	Mailed date:	Filled by:	Check #:	Check Date:	Name on Check:
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