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 Assistant General Counsel

TO ALL ENTITIES OF RCAB

FROM GENERAL COUNSEL AND BOSTON CATHOLIC DIRECTORY

IN RE OFFICIAL CATHOLIC DIRECTORY  
 ANNUAL UPDATING  
**14 DECEMBER 2020 DEADLINE**

**OFFICIAL CATHOLIC DIRECTORY** (once the Kenedy Directory) is an annual resource published in the United States as a reference for bishops and dioceses, pastors and parishes and their staffs; educational, charitable and social services, and more. It is unique because it is also a legal document most notably regarding the IRS tax exempt status of Catholic institutions, agencies, and other entities in the United States of America.

Accurate and updated information for all entries is crucial. Each year all entities listed are asked to provide updates on their respective listings.

Beginning in 2019, the modification process for updating was moved to an exclusively online process. AND the notification process to entities was moved to an email based process.

If you have not yet done so, please register to use the system using the Register button on [ocdedits.com/login](http://ocdedits.com/login) screen; and then follow instructions to make the updates.

Father O'Grady at Boston Catholic Directory serves as the liaison for the OCD. He is very willing to help with any questions or problems: [rmogrady@PilotCatholicNews.com](mailto:rmogrady@PilotCatholicNews.com) or 617-779-3790.

**A NOTE ABOUT EMAIL ADDRESSES**

It is preferable that the email be "institutional" not "personal".

Acceptable — okay	Better — it'll do	Best
Father_Tim@gmail.com	Pastor_SaintAntoninus@gmail.com	Pastor@SaintAntoninus.com
<u>Sister_Luella@yahoo.com</u>	PrincipalSaintDorothy@yahoo.com	Principal@SaintDorothySchool.com
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