



Keeping the Fire Burning - Vincentian Synodality in Action

1 November 2023
Feast of All Saints

Dear Member of the Vincentian Family,

May the grace and peace of the Lord Jesus be always with us! The Vincentian Family Executive Board invites you to our Second Vincentian Family Convocation:

**"Keeping the Fire Burning:
Vincentian Synodality in Action" (14 – 17 November 2024 in Rome, Italy).**

We would like to take this opportunity to share together about what it means for us – as congregations, institutes, foundations, ministries, institutions, and members - as we respond to Pope Francis' call to Synodality both within our own spheres but also as a Movement with a shared Vincentian Charism. Your attendance, input, and advice are vital to our continued growth and ability to respond to the ever-changing needs of those whom we serve in our Vincentian Family.

Each of us is blessed with a special understanding of the Charism and your attendance, input, and advice are vital. Please remember that in our original invitation, each congregational leader was asked to consider inviting at least one younger member of your community to this Convocation.

We also invite Vincentian leaders from around the world to join us in Rome, whether you belong to a Branch of the Family, or are one with the Family through your service of those in need in the spirit of Vincent and our Founders. For example, if you are responsible for a Vincentian Family ministry or work, or are the president of a Vincentian Family National Council, or coordinate formation in the Charism for the Vincentian Family in some capacity, please consider joining us in Rome.

You are welcome to share in this moment of grace. Together, our Family will seek to respond to the promptings of the Holy Spirit as we answer the ever-challenging Vincentian Question for our own day: **What must be done?**



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The Venue

“Casa Tra Noi” of Rome, located in Via Monte del Gallo, 113 near Saint Peter's Square will be the main hotel for meeting sessions, meals, and residing. The Teatro Ghione, at Via delle Fornaci, 37, which is 1.1 km from Casa Tra Noi, will be the location for our plenary sessions and liturgies.

The Meeting

The event begins with lunch at 13:00 on Thursday, 14 November and ends on Sunday, 17 November, after lunch. Plenary sessions, workshops, and teamwork will provide participants with time to enjoy one another's company as well as this opportunity to be together again in Rome.

Registration and Registration Fee

Please complete the attached Registration Form and send it to famvin2024@gmail.com before 17 October 2024. All information given on this registration form will be kept strictly confidential. It is important to correctly note your complete name as it is written on your travel document and your contact information, the language you usually speak and your preferred language, as well as special requests and dietary needs.

We are asking all participants to share in the cost of this gathering. **A Registration Fee of 300,00 €**

per person includes all plenary sessions and workshop activities. You can pay by a Bank Wire Transfer in Euros or US Dollars specifying in the “payment reason” your Name, Surname and Vincentian Family Branch/Institution.

To receive an original, stamped visa invitation letter, you will have to add 100,00 € to the participation amount due to cover the cost of the shipment fees with the express courier. We cannot send you this letter without the shipping fee being covered by you.

Please note: because of the nature of this meeting, the Vincentian Family Office is unable to offer financial assistance for your attendance at this gathering.



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PAY THROUGH US BANK

Bank: Citizens Bank

Beneficiary: Vincentian Family Office

Account number: 6301045193

BIC/ SWIFT-Code: 0 36076 1 50 - CTZIUS33

Bank ABA-Code (USA): 036076150

Address of the beneficiary: 500 East Cheltenham Av. 19144 Philadelphia, USA

Address of the Bank: 6324 Stenton Avenue, 19144 Philadelphia, USA.

PAY THROUGH EU BANK

Bank: Pax Bank

Beneficiary: Congregation of the Mission International Fund.

IBAN: DE45370601930057297018

BIC/ Swift: GENODED1PAX

Address of the beneficiary: 3701 Forest Park Ave, St. Louis, MO 63108. USA.

Address of the Bank: Pax Bank eG, Christophstr.35, 50670 Cologne, Germany

To complete your Registration, send your transfer receipt and the registration form to famvin2024@gmail.com writing the transfer order number in the SUBJECT line of the message. We need your help to obtain this critical information to process your registration efficiently and effectively. You will receive confirmation of your payment as soon as we receive it.

Travel information

Please arrive before lunch on 13 November. When you check in to the hotel, we will complete your Registration process. Departures are scheduled for 18 November after lunch. Checkout is before breakfast. The hotel offers free luggage storage. These are the general plans. If you have a different arrangement, let us know as soon as possible by using the attached Travel Information Form.



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PLEASE NOTE: All participants are responsible for organizing their own trips and completing their **Visa Requirements** (including all application documents and procedures).

ACCOMMODATIONS

We have reserved rooms for a special rate at a hotel close to San Pietro: *Hotel “Casa Tra Noi”* on Via Monte del Gallo, 113. Due to lower prices, full payment is required at the time of booking and no reimbursement is possible in case of cancellation, modification, or non-arrival. The displayed prices include VAT.

	“Casa Tra Noi”
Price per person/night	47,00€ <i>breakfast included</i>
Tourist tax per person/night (paid directly to the hotel)	4,00€
Single Rooms Supplement	20,00€ <i>(in single room)</i>
Single Rooms Supplement	30,00€ <i>(in double single use)</i>
Single Rooms available	<i>18 single + 78 double single use</i>
Double Rooms available	<i>57</i>
Triple Rooms	<i>To be requested</i>
Meals	20,00€ each

If you choose the Hotel **Casa Tra Noi** :

1. Complete the attached Accommodation Form and send it to tranoi@tranoi.it before **31 July**;
2. Reserve meals by writing dates and lunch/dinner in NOTED space;
3. Complete the attached Travel Form and send it to famvin2024@gmail.com before **31 July**;
4. Pay the total amount at the reservation with a non-refundable deposit before **31 July**. You can use your credit card or a Bank Wire Transfer for your online payments.

If you do not choose to stay at the Hotel **Casa Tra Noi** :

1. Complete ONLY the “meal” section (crossing accommodation part out with a pen) to the attached Accommodation Form and send it to tranoi@tranoi.it before **31 July**;
2. Complete the attached Travel Form and send it to famvin2024@gmail.com before **31 July**;
3. Pay the total amount at the reservation with a non-refundable deposit before **31 July**. You can use your credit card or a Bank Wire Transfer for your online payments.



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You are responsible for arranging and paying your personal expenses such as travel, transfers, hotel, meals, and any other costs you may incur.

You will receive specific times and activity details, contact numbers and other practical information closer to the time of these meetings.

For any questions regarding registration, accommodations, or visa letters please **directly** contact Skyline Srl, our Event Planner in Rome, by email at famvin2024@gmail.com.

**Please join us for *FamVin 2024*: “Keeping the Fire Burning:
Vincentian Synodality in Action”**

We look forward to seeing you soon.

God bless you,

Rev. Joseph V. Agostino, CM
Executive Director
Vincentian Family Office