

# Annual Order for Liturgy Training Publications Resources for 2023

August 3, 2023



**COURAGEOUSLY**  
*Living the Gospel*

Dear Parish Liturgy Leader:

The Office of Worship has begun receiving inquiries about how to order resources at a discounted rate from Liturgical Training Publications (LTP). With the welcomed addition of Renee Lemire as the full-time Associate Director of this Office, we have been able to explore how to make processes like this easier for everyone involved. Thank you for your patience.

The process to receive the 35% Diocesan discount this year will be different and more efficient than in years past. Each parish will place orders directly with LTP, either by phone or through email, following the instructions below. LTP will then send an invoice to your parish to be paid by check within 30 days. As in past years there will be a drop-shipping fee added to the standard shipping fee.

What is staying the same:

- You will still receive the 35% Diocesan discount with your order
- Your order still includes both the shipment & drop-shipment fees
- You will still use [this order chart](#) for the reference numbers and pricing
- You cannot pay by credit or debit card

What has changed:

- You will no longer send order forms and payments to the Office of Worship

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## Here are the steps you must take to receive this discount:

- Order by calling 800-933-1800 or emailing [orders@ltp.org](mailto:orders@ltp.org)
- You *must* say **you are with the Office of Worship for the Diocese of St. Petersburg and using our Diocesan LTP Account #113210**
- Reference [this chart](#) to make your order based on your needs
- After placing your order, LTP will send an invoice to your parish address and a copy of that invoice here to the Office of Worship.
- You must pay by check within 30 days. If you do not pay within 30 days our Diocesan account and all other parish orders will be put on hold, so please pay promptly. Credit or debit cards will not work because they are not connected with our Diocesan account.
- Your order will be delivered directly to your parish

## Blessings in your ministry,

Father Victor Amorose  
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