

INFORMATION FOR BAPTISMS – Important Please Read Before Signing

The Baptismal Certificate is a Legal Document, and the registration for such a document must be treated with the same level of importance. The child's name must be the **same name** as that on the birth certificate issued by the state of the child's birth.

Parents, married or not, will need to produce a copy of the child's birth certificate for proof of the child's name before any arrangements for Baptism can be made.

Can. 872 A Person being baptized is to be assigned a godparent/sponsor. In the case of an infant/child baptism the role of the godparent/sponsor is, together with the parents, to present the child for baptism and to help it to live a Christian life and to faithfully fulfill the duties inherent in baptism.

Can. 874 To be admitted or to undertake the office of godparent/sponsor, a person must:

- Be suitable for the role and have the intention of fulfilling it.

- Be not less than 16 years of age.
- Be a **practicing** Catholic who has been Confirmed and has received the Holy Eucharist, and who lives a life of faith.
- May not be the father or the mother of the person to be baptized.

Parents as well as godparents are required to take a Baptism class.

When all information is completed and turned in, the date of Baptism can be scheduled. If any information on any page is not complete, we cannot schedule the Baptism.

Parents Signature

Date

DIOCESE IN VENICE

San Marco Catholic Church

Baptism Guidelines

Baptism marks the beginning of the life of faith and incorporates a person into the body of Christ. Parents of a child to be baptized must be registered as active members of San Marco Parish for at least one month prior to requesting baptism for your child. We recommend that you contact us prior to the birth of your child so that you have time to properly prepare for this very special event.

In presenting a child for baptism the parents accept the responsibility for training the child in the Catholic faith. They make a promise to raise the child Catholic. To help the parents understand this responsibility and what it entails, we require baptism class of the parents prior to the baptism.

Godparents are required for the Rite of Baptism. Godparents are a part of the baptism preparation program at San Marco. These persons help parents in fulfilling their responsibility to raise the child in the Catholic faith. For this reason, godparents must be practicing Catholics, at least 16 years of age, who have received Baptism, the Holy Eucharist, and Confirmation. Prospective godparents should attend Sunday Mass regularly and witness their faith by receiving

Holy Communion. To be a godparent a person cannot be married outside the Catholic Church. Godparents sign a form attesting to their suitability for this role. This form is also signed, and parish sealed by the pastor at their own parish.

To schedule a baptism, we ask that the registration form be turned in and the baptism preparation class is started 4 weeks prior to the baptism date. Parents and Godparents must all attend the preparation class. Godparent forms must be received 2 weeks prior to the baptism date.

For parents who are not active members of San Marco Parish, we welcome you to our parish for this special event. In order to celebrate the sacrament with us, in addition to the baptism registration form and godparent forms, we will need a letter from the pastor/priest at your current parish stating that you are active parishioners, have received the sacraments of initiation, and confirmation/documentation that you and your chosen godparents have taken a baptism class in the months prior to the baptism.

BAPTISMAL REGISTRATION FORM

DIOCESE OF VENICE

SAN MARCO CATHOLIC CHURCH

Today's Date:	<u>Office Use Only:</u> Actual date of Baptism: _____
Tentative Baptism Date:	Ceremony Only: _____ (previously baptized)
	Sponsor Certificates Returned: Yes No
	Priest/Deacon Signature: _____

CHILD INFORMATION: PLEASE PRINT LEGIBLY

Name of Child (birth name): First _____ Middle _____ Last _____	
Date of Birth: _____ Age: _____ Male or Female (Please Circle one)	City/State of Birth: _____ Hospital: _____
Has the child been previously baptized? Yes _____ No _____	If yes, by whom? _____ Place of Baptism: _____

PARENT INFORMATION:

Father: _____ Last Name First Name Middle		Religion: _____
Husband (if different from above): _____ Last Name First Name Middle		Religion: _____
Mother's <u>MAIDEN</u> Name: _____ Last Name First Name Middle		Religion: _____
Married: Yes _____ No _____ Was marriage performed by a Catholic Priest: Yes _____ No _____	If yes, give name and place of Church: _____	
Parish you are currently registered at (Name, City, State): _____		
Home Address: _____		City: _____ State: _____ Zip: _____
Home Telephone Number: () _____		Work Telephone Number: () _____
Email: _____		
Comments: _____		

SPONSOR INFORMATION: SEE GUIDELINES

Name of Godfather (Catholic): _____ Last Name First Name Middle Initial		Church: _____
Name of Godmother (Catholic): _____ Last Name First Name Middle Initial		Church: _____
* Christian Witness : _____ (Baptized non-Catholic) Last Name First Name Middle Initial		Religion: _____
NOTE: If the Godparent(s) CANNOT be present for the baptism, a PROXY(s) needs to be present at Baptism.		
Name of Proxy: _____		Name of Proxy: _____

In signing this form, you are confirming this information to be true and accurate to the best of your knowledge.

Parent Signature: _____

Date: _____

OFFICE USE ONLY:

Session 1: Interview with Priest (signature): _____ Date: _____
Session 2: Baptismal Class - Scheduled Date: _____
Date Class attended: _____ Facilitator: _____

(Rev. August 2013)

THE ROLE OF GODPARENTS

To be selected as a godparent is a special honor and recognition. You, in particular, have been entrusted with the responsibility to participate in this child's Christian life, education, and upbringing.

This honor offers you the chance to develop a mutually enriching spiritual relationship—one that will last through life and beyond.

There are numerous ways that you can nurture this special spiritual relationship and become a truly Christian friend to your godchild. Among them are —

- ◆ Each year celebrate the anniversary of this child's Baptism with a telephone call, card, or visit.
- ◆ As your godchild ages, listen to and share in the struggles and triumphs of living the Christian life, keep yourself educated in Christian principles and values, and be available to answer questions as need.
- ◆ Encourage a continuing life of faith through special cards, letters, or gifts which celebrate special events: Christmas, Easter, graduation, first job, engagement, marriage, etc. Gifts might include a Bible, spiritual book, rosary, gift certificate for religious book, etc.
- ◆ Send assurance of prayer or participate in your godchild's other Sacraments, especially First Eucharist and Confirmation, which complete the Sacraments of Initiation.
- ◆ Be supportive of your godchild's parents in their role as the primary educators in the Faith of their child.
- ◆ Be a model of Christian living for your godchild. The best teaching is by example, be it in prayer, virtue, and participation in parish life.

Congratulations and God bless you! May you experience the great joy of sharing a life of Faith.



DIOCESE OF VENICE

San Marco Catholic Church

Baptism Preparation Guidelines

For Godparents

- **Must be 16 years of age or Older**
- **Must have received the Sacraments of Baptism and Confirmation.**
- **Must be practicing their faith, able to receive the sacraments.**
- **Godparents need to present a **Sponsor Certificate** from San Marco Parish. If they do not attend San Marco Parish, they must have their status as a practicing Catholic verified by one of their parish priests or pastor with a letter from their priest signed and dated and with the parish seal.**
- **Must not be the father or the mother of the one being baptized.**
- **Two Godparents are required. One must be a practicing Catholic and one can be a Christian Witness (e.g., a Baptized Christian of another denomination).**
- **Non-Baptized persons may not act as a Godparent.**



DIOCESE OF VENICE

SAN MARCO CATHOLIC CHURCH

GODPARENT (SPONSOR)

Sponsor Certificate of Eligibility-Baptism

Name of Candidate for Baptism _____

Sponsor's Name _____

Sponsor's Address _____

City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____

Email _____

Please read the following carefully: The Church asks certain requirements of those who aspire to be Sponsor for Baptism and or Confirmation. In accordance with Church Law, Canons 872, 874, 892, and 893, to be a sponsor for Baptism and /or Confirmation, the person must:

- Be a Catholic at least 16 years of age, Baptized, having received the Holy Eucharist, and Confirmed in the faith. We require a copy of all Sacraments received.
- Be in conformity with all the laws of the Church concerning marriage.
- Not be a parent of the one to be Baptized.
- Be a Catholic who lives his/her faith, with weekly attendance at Mass, reception of the Eucharist and Penance on a regular basis and is a suitable person for this responsibility as a sponsor.

I am registered at the following parish:

Church Name: _____

Church Address: _____

City/State/Zip _____

Please read the following carefully, answer yes or no and sign below:

____ Must not be less than 16 years of age (Canon Law # 874.1.2)

____ Must be a Catholic who has been Baptized, Confirmed, and has received the blessed Eucharist, and who lives a life of faith which befits the role to be undertaken. (Canon Law #874.1.3)

____ Must not be either the father or the mother of the person to be Baptized. (Canon Law # 874.1.5)

____ A baptized person who belongs to a non-Catholic ecclesial community may be admitted only in company with a Catholic Sponsor, and then simply as a witness to the Baptism. (Canon Law # 874.2)

Printed name of

Sponsor/Godparent _____

Signature of

Sponsor/Godparent _____

Printed name of Pastor/Priest from Sponsor's Parish _____

Signature of Pastor/Priest from Sponsor's Parish _____

Seal of church/parish



DIOCESE OF VENICE

SAN MARCO CATHOLIC CHURCH

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Sponsor/Godparent _____

Signature of

Sponsor/Godparent _____

Printed name of Pastor/Priest from Sponsor's Parish _____

Signature of Pastor/Priest from Sponsor's Parish _____

Seal of church/parish