

Preparing for Baptism Checklist

1. **Register:** Parents or legal guardians can submit online form, complete a paper form and return it to the parish office or call the parish office to register.
2. **Parents Must Provide:**
 - A copy of their child's birth certificate before the baptism
 - Proof of a Baptism Preparation Class within last 3 years
3. **Select Godparents.** Only one Godparent is required, but two are allowed. If there are two, one must be male and one must be female. They must be over the age of 16 years old.

Godparents Must Provide:

- Proof that they are fully initiated into the Church. This means they have received Baptism, Eucharist and Confirmation.
- Proof they are active, practicing Catholics in good standing. This means that they receive the Sacraments with frequency and will be a good mentor to the child in the Catholic faith. Proof is typically a letter from the church where they are currently registered members and attend Mass stating that they are practicing Catholics in good standing, qualified to be Godparents.
- If married, proof of marriage recognized by the Catholic Church.
- Proof of a Baptism Preparation Class within last 3 years.

4. Select A Baptism Date from our schedule

5. Attend the Ceremony

- Give “Baptismal Information for Register” sheet to the priest
- Bring Camera (no flash photography allowed during Mass)

Baptism Preparation Class is required for both parents and godparents. HFN offers this class on the second Saturday in the months of January, March, May, July, September and November from 9:00 a.m. – 12:00 p.m. If that is not convenient, the class can be taken at the Catholic church of your choice. The class materials cost \$25 and must be paid for ahead of time.

Required documents can be sent ATTN: Baptism Coordinator

FAX: 972-252-5523

kbuehler@holyfamilychurch.net

or call the office 972-252-5521